

### **Privacy & Cookie Policy**

This site uses cookies – small text files that are placed on your machine to help the site provide a better user experience. In general, cookies are used to retain user preferences, store information for things like shopping carts, and provide anonymised tracking data to third party applications like Google Analytics. As a rule, cookies will make your browsing experience better.

However, you may prefer to disable cookies on this site and on others. The most effective way to do this is to disable cookies in your browser. We suggest consulting the Help section of your browser or taking a look at the About Cookies website which offers guidance for all modern browsers.

#### **Cookies**

“Cookies” are used in some areas to make our website user-friendly and to customise it to fit your needs in an optimal way. “Cookies” are small text files stored locally on the hard drive of your computer. They are there to keep available information for retrieval at a later time in order to facilitate the use of our online services. When your visit is over and you close the browser you were using cookies are deleted automatically.

#### **Web Tracking**

When using our website, we also use cookies to allow for the analysis of your use of the website (web tracking). The information generated by the cookies about your use of our website (search engines used, search terms used, languages used, visitors origins by country, browser and plugins used, the referrer, the length of stay, entry and exit pages, cancellation rates and IP address) is anonymous and used solely for statistical purposes. This information is used separately from Personal Data. The two sets of data are not merged; therefore, they are not indicative of Personal Data and one cannot generate any such conclusions therefrom.

#### **Google Analytics**

This website uses Google Analytics, a Google Inc. (“Google”) provided web analysis service. Google Analytics uses “cookies” – small text files stored on your hard drive to enable an analysis of your use of the website. Cookies-generated information concerning your use of the website is transmitted to and stored on one of Google’s servers in the US. However, by activation of the IP anonymisation on this website your IP address will be abbreviated beforehand by Google within Member States of the European Union or other parties to the Agreement on the European Economic Area. Only in exceptional cases is the complete IP address transmitted to a Google server in the US and abbreviated there.

On behalf of this website's operator, Google will use this information to evaluate your use of the website, compiling website activity reports and providing the website's operator with further website and Internet related services. The abbreviated IP address transmitted in the context of Google Analytics by your browser is not associated with any other data held by Google.

You may prevent the storage of cookies by adjusting your browser's software settings; in this case however, we must point out that you might not be able to access the full extent of all of the website's features.

Additionally you can prevent the cookie-generated data concerning your use of the website (including your abbreviated IP address) from being transferred and processed by Google by downloading and installing the browser plugin available under the following link:

<https://tools.google.com/dlpage/gaoptout?hl>

### **Approval or Rejection of Cookies**

You can approve or reject the use of cookies – also for web tracking – through the settings of your web browser. You can set your browser so that it either notifies you when cookies are being enabled or reject cookies altogether. However, when you reject cookies you cannot use all the features of our website. The following links allow you to inquire about this possibility for the most popular browsers:

Internet Explorer: <http://support.microsoft.com/gp/cookies/en>

Firefox: <http://support.mozilla.com/en-US/kb/Cookies>

Google Chrome:

<http://www.google.com/support/chrome/bin/answer.py?hl=en&answer=95647>

Safari:

<http://docs.info.apple.com/article.html?path=Safari/3.0/en/9277.html>

Opera: <http://www.opera.com/browser/tutorials/se>