

## **Our Cookie Policy**

### **Who we are:**

We are Quantios Management Services Limited (“Quantios”) registered in England and Wales under number 10715508 with registered office Sentinel House, Harvest Crescent, Fleet, England, GU51 2UZ. Quantios Group (“Quantios Group”) comprises Quantios any entity that directly or indirectly controls, is controlled by or is under common control with Quantios.

In this Privacy Notice

- “us”, “our”, “we” refers to Quantios Group.
- “you” and “your” refers to a visitor to, or user of, our applications, services or websites on which cookies are used.

### **About Our use of cookies:**

We use cookies to distinguish you from other users of our applications, services, or websites. This helps us to remember your preferences and to provide you with a personalised experience when you use our applications or browse our websites. It also allows us to improve our services to you. By continuing to browse our website, you are agreeing to our use of cookies.

A cookie is a small file of letters, numbers or codes that we store on your browser or the hard drive of your computer if you agree. Cookies contain information that applications you use, such as a web browser, transfer to the hard drive of your computer. Note that the use of cookies does not give us access to your computer or any personal information about you, other than that which you choose to share.

### **The cookies we intend to use:**

Our cookies may be:

- *Strictly necessary cookies:* These are cookies that are required for the operation of our websites, applications, or services to function properly. They include, for example, cookies that enable you to log into secure areas of our website or make use of e-billing services.
- *Analytical or Performance cookies:* These allow us to recognise and count the number of visitors and users using our websites, applications and services. This helps us to improve the way our websites work, for example, by ensuring that users are finding what they are looking for easily.
- *Functionality cookies:* These allow our websites, applications and services to remember choices you make and to recognise you when you return. This enables us to provide enhanced, more personal features for you, greet you by name and remember your preferences (for example, your choice of language or region).
- *Targeting or advertising cookies:* These cookies record your visit to our websites, the pages you have visited and the links you have followed. They are used to deliver adverts more relevant to you and your interests. We may use this information to make our websites, applications and services - and the advertising displayed on them - more relevant to your interests. We may also share this information with third parties for this purpose.
- *Web tracking:* We use these cookies to count users who have visited our websites after clicking through from one of our advertisements. These can be on another third-party website or in emails and collect details of the users’ activity.
- *IP Address and traffic data:* We keep a record of traffic data which is logged automatically by our servers, such as your Internet Protocol (IP) address, device information, the website that you visited before ours and the website you visit after leaving our site. We also collect site, applications and service statistics such as access rates, page hits and page views.

### Third party use of cookies:

Please note that third parties may use cookies, over which we have no direct control. These third parties may include, for example, advertising networks and providers of external services like web traffic analysis services. These third-party cookies are likely to be analytical cookies or performance cookies or targeting cookies. Some examples would be:

**WordPress:** Cookies are used for browser settings and user preferences.

**Google Analytics:** Functional cookies are used to help analyse how users use our websites, applications or services. To find out more, search on [www.google.com](http://www.google.com) for "How Google uses data when you use our partners' sites or apps" or a similar search. There is more on specific Google Analytics cookies below.

**Hubspot:** To enable the functions of our Customer Relationship Management (CRM) platform. Find out more about HubSpot cookies here: <https://knowledge.hubspot.com/reports/what-cookies-does-hubspot-set-in-a-visitor-s-browser>.

**Google Adsense:** Cookies are used for the functioning of our online advertising.

**Other cookies:** We use cookies from third party websites through whom we conduct our marketing and advertising such as *Linkedin*.

### The duration of our cookies that we set:

Cookies expire after a set amount of time, some when you exit your browser and others within a set time frame. Certain necessary cookies can last for up to 2 years. We only retain data for as long as necessary for the purpose of processing.

### How to exercise your choices on our use of your cookies:

You can set your browser to refuse all or some browser cookies, or to alert you when our websites, applications or services set or access cookies. If you disable or refuse cookies, please note that access to parts of our applications, services and website or some functions thereof may be restricted or limited and you may not be able to use them.

To deactivate the use of third-party advertising cookies, you may visit the consumer page to manage the use of these types of cookies. For example, to opt out of being tracked by Google Analytics across all websites visit: <http://tools.google.com/dlpage/gaoptout>.

### Information Commissioner:

The regulatory authority watchdog in the UK to protect your data privacy rights is the Information Commissioner's Office (ICO). You can read more about cookies in general on the ICO website: <https://ico.org.uk/for-the-public/online/cookies/>.

### Measuring website usage:

We use Google Analytics to collect information about how you use this website. This provides us with information that enables us to improve the design and operation of the site. We do not link this information to your name or address. The following are cookies of Google Analytics (third party cookies). We do not change Google's default expiry periods for their cookies, which is shown as at the date of this Cookie Policy (Google may change this expire so you should check the current expiry period directly with Google).

Name	Description	Cookie expires after
_utma	Randomly generated ID. Used to identify unique visitors vs. returning visitors	2 years
_utmb	Randomly generated ID. Session cookie used to store time of visit and page visit tracking.	30 minutes
_utmc	Randomly generated ID. Used to identify unique visitors vs. returning visitors	On close of your web browser

Name	Description	Cookie expires after
_utmz	Used for tracking source of visits i.e., where the user came from such as a search engine result, or direct link.	6 months
_ga	Used to distinguish individual users on our domain.	2 years
_gat	used to limit amount of user requests to maintain website performance.	1 minute
_gid	Used to distinguish users.	24 hours
_gac_	Contains a unique ID that makes Google Analytics and Ads work together.	90 days
AMP_TOKEN	Contains a unique ID assigned to each user on our domain.	Up to 1 year

**Further information and contacting us:**

If you have any queries about how we treat your information, the contents of this Cookie Policy, your rights, how to update your records or how to obtain a copy of the information that we hold about you, please email [privacy@quantios.com](mailto:privacy@quantios.com) or write to Michael Daykin, Company Secretary and Compliance Officer, Quantios Management Services Limited, Sentinel House, Harvest Crescent, Ancells Business Park, Fleet, GU51 2UZ. Our Data Protection Officer is [Michael.daykin@quantios.com](mailto:Michael.daykin@quantios.com).

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