

BACP Privacy Policy

BACP takes privacy and confidentiality very seriously. This Privacy Policy outlines the type of information we collect and what we do to ensure it remains confidential.

Personally Identifiable Information (PII)

When you place an order with us we will need key items of personal information such as your name, company name, e-mail/postal address, and credit card details. This is to ensure that we can process, confirm and post your order to the correct address.

Your PII will be kept on a database so that we may notify you of special offers or new products in the future. From time to time we may also contact you via email for feedback on our service. At any time, on request, we will be happy to provide you with full details of the PII we hold on you. This information will be included on any future mailings to you. To remove your details from our database please contact us at webmaster@bacp.co.uk.

If you place any of your personal details on any of any services, such as chat, bulletin boards, or any other publicly accessible page, then under these circumstances data will not be covered by this privacy policy.

Cookies

A cookie is a small item that is placed on your computers hard-drive when you visit websites. Our server uses cookies to provide IP, browser and time/duration/page information for statistical interest and use of the BACP website uses cookies. Cookies also detect piracy. Cookie information is not tied into our PII database.

To enable the shopping cart to keep track of items in your shopping cart, we use a 'session cookie', which contains an alphanumeric identifier unique to your browser. A session cookie is of limited duration and is permanently disabled when you close your browser.

If you do not wish to have a cookie on your computer, it should be possible to set your browser to refuse them. Please check your browser 'help' function.

Security

Our systems are configured with data encryption technology. When you purchase online, your credit card details are encrypted during transmission by way of Secure Socket Layer technology (a padlock will appear on your taskbar). Card verification and processing companies have legal protocols, which ensure encryption security in similar fashion.

The PII database operates in accordance with the Data protection Act 1998. As such, we follow tight security procedures for storing information and preventing unauthorised access. Many different security techniques are used to protect data from unauthorised access, inside and outside of BACP. However, "perfect security" does not exist on the Internet.

Sharing information with third parties

Your PII is held on a secure confidential database, for use only by the BACP webmaster. We do not share or sell PII with any third parties.

However, we may have to provide some information to organisations to enable us to provide you with the goods ordered. This is especially so for credit card verification and processing. We do not permit these companies to use such information for any other purpose.

Other websites

If you transfer to another website from a link within the BACP site, the BACP Privacy Policy does not apply. We recommend you examine all privacy statements for all third party websites to understand their privacy procedures.

Changes to the BACP Privacy Policy

The current policy was produced and posted on www.bacp.co.uk on 19 November 2002. BACP reserves the right to modify or amend the policy at any time for any reason. However, if we make changes to the way we use your PII, we will first seek consent to do so.

Contact

If you have any questions about the BACP Privacy Policy, please contact us at webmaster@bacp.co.uk. Office working hours are Monday to Friday, 8.45am to 5.00pm.