

Web Builder Pro Technologies Ltd is committed to respecting privacy of customers and users of the WBPT website. This privacy policy governs the manner in which Web Builder Pro Technologies Ltd uses, maintains and discloses information collected from customers and users of the WBPT Website.

1 Privacy

1.1 Web Builder Pro Technologies Ltd is committed to developing long lasting relationships based on trust. Web Builder Pro Technologies Ltd will do everything in its power to ensure that your right to privacy is maintained and protected.

1.2 This Website is not directed at children under 13 years of age.

2 Information Collection and Use

2.1 Web Builder Pro Technologies Ltd is the sole owner of the information collected on this site. We will not sell, share, or rent this information to others in ways different from what is disclosed in this statement.

2.2 Web Builder Pro Technologies Ltd collects information from our users at several different points on our website.

3 Cookies

For more information on the use of cookies within the WBPT website, see the Website Terms and Conditions Document.

4 Log Files

We use IP addresses to analyse trends, administer the site, track user's movements, and gather broad demographic information for aggregate use. IP addresses are not linked to personally identifiable information.

5 Sharing

We will share aggregated demographic information with our partners and advertisers. This is not linked to any personal information that can identify any individual person.

6 Links

6.1 This web site contains links to other sites.

6.2 Please be aware that we at Web Builder Pro Technologies Ltd are not responsible for the privacy practices of such other sites.

6.3 We encourage our users to be aware when they leave our site and to read the privacy statements of each and every web site that collects personally identifiable information. This privacy statement applies solely to information collected by our Website Network.

7 Newsletter

If a user wishes to subscribe to our newsletter, we ask for contact information such as name, email address and phone number.

8 Surveys & Contests

8.1 From time-to-time our site requests information from users via surveys or contests. Participation in these surveys or contests is completely voluntary and the user therefore has a choice whether or not to disclose this information.

8.2 Information requested may include contact information (such as name and delivery address), and demographic information (such as postcode, age level).

8.3 Contact information will be used to notify the winners and award prizes.

8.4 Survey information will be used for purposes of monitoring or improving the use and satisfaction of this site.

9 Security

9.1 This website takes every precaution to protect our users' information. When users submit sensitive information via the website, your information is protected both online and off-line.

9.2 While we use our best efforts to protect sensitive information online, we also do everything in our power to protect user-information off-line.

9.3 All of our users' information, not just the sensitive information mentioned above, is restricted in our offices.

9.4 Only employees who need the information to perform a specific job (for example, our finance section or a customer service representative) are granted access to personally identifiable information. Our employees must use password-protected screen-savers when they leave their desk. When they return, they must re-enter their password to re-gain access to your information. Furthermore, ALL employees are kept up-to-date on our security and privacy practices.

9.5 Every quarter, as well as any time new policies are added, our employees are notified and/or reminded about the importance we place on privacy, and what they can do to ensure our customers' information is protected.

9.6 Finally, the servers that we use personally identifiable information on are kept in a secure environment.

9.7 If you have any questions about the security at our website, you can send an email to support@wbpt.co.uk.

10 Special Offers

10.1 We send all new members a welcoming email to verify password and username. Established members will occasionally receive information on our organisation and our activities, and a newsletter.

10.2 Out of respect for the privacy of our users we present the option to not receive these types of communications.

11 Site and Service Updates

11.1 We also send the user site and service announcement updates.

11.2 Members are not able to un-subscribe from service announcements, which contain important information about the service.

11.3 We communicate with the user to provide requested services and in regards to issues relating to their account via email or phone.

12 Correction/Updating Personal Information

If a user's personally identifiable information changes (such as your postcode, or if a user no longer desires our service, we will endeavour to provide a way to correct, update or remove that user's personal data provided to us. This can usually be done at the member information page or by emailing support@wbpt.co.uk.

13 Choice/Opt-out

13.1 Users who no longer wish to receive our newsletter or promotional materials from our partners may opt-out of receiving these communications by replying to unsubscribe in the subject line in the email or email us at support@wbpt.co.uk.

13.2 Users of our site are always notified when their information is being collected by any outside parties. We do this so our users can make an informed choice as to whether they should proceed with services that require an outside party, or not.

14 Notification of Changes

14.1 If we decide to change our privacy policy, we will post those changes on this page so our users are always aware of what information we collect,

how we use it, and under what circumstances, if any, we disclose it. If at any point we decide to use personally identifiable information in a manner different from that stated at the time it was collected, we will notify users by way of an email.

14.2 Users will have a choice as to whether or not we use their information in this different manner.

14.3 We will use information in accordance with the privacy policy under which the information was collected.

15 Data Protection

15.1 It is a condition of the supply of Email Marketing Services that the Customer complies at all times and in all respects with the Data Protection Act 1998, any subsidiary or replacement legislation or any equivalent legislation applicable to the jurisdiction where the Customer is based or where the Customer's email recipients are based ('the Data Protection Legislation').

15.2 The Customer shall indemnify Web Builder Pro Technologies Ltd against any loss, damage or expense which may be incurred as a result of any breach of the Data Protection Legislation or from the Customer's use of the Email Marketing Services.

15.3 The Customer acknowledges that it is solely responsible for backing up the Customer's data and that Web Builder Pro Technologies Ltd shall have no responsibility for the same.

15.4 We process information relating to the above reasons/purposes. This information may include:

Personal details

Family, lifestyle and social circumstances

Business activities of the person whose personal information we are processing

Goods and services provided

Financial details

Education details

Employment details

15.5 We also process sensitive classes of information that may include:

Physical or mental health details

Offences and alleged offences

Racial or ethnic origin

Religious or other beliefs of a similar nature

15.6 Who the information is processed about:

We process personal information about our customers, clients and employees, complainants and enquirers, suppliers, advisers and other professional experts.

15.7 Who the information may be shared with:

15.7.1 We sometimes need to share the personal information we process with the individual themselves and also with other organisations.

15.7.2 Where this is necessary we are required to comply with all aspects of the Data Protection Act (DPA). What follows is a description of the types of organisations we may need to share some of the personal information we process with for one or more reasons.

15.8 Where necessary or required we share information with:

Business associates and other professional advisers

Family, associates and representatives of the person whose personal data we are processing

Financial organisations

Current, past or prospective employers

Educators and examining bodies

Suppliers and services providers

Traders in personal data

15.9 Where necessary or required we transfer information:

15.9.1 It may sometimes be necessary to transfer personal information overseas.

15.9.2 When this is needed information is only shared within the European Economic Area (EEA). Any transfers made will be in full compliance with all aspects of the data protection act.

15.10 Web Builder Pro Technologies Ltd are registered as a Data Protection Controller. For more information visit

<https://ico.org.uk/esdwebpages/search>.

16 How Does Web Builder Pro Technologies Ltd Obtain Personal Data?

Web Builder Pro Technologies Ltd obtains personal data in a number of ways including from orders placed by Customers and end users (whether by telephone, fax or email or by application form); from enquiries made by existing Customers and potential Customers, (including information gathered at marketing events and via the Web Builder Pro Technologies Ltd website); from third party list brokers; from resellers who pass on personal data to Web Builder Pro Technologies Ltd about end users; and directly from the Network utilised by Web Builder Pro Technologies Ltd services.

17 How Does Web Builder Pro Technologies Ltd Use The Personal Data It Holds?

17.1 Most of Web Builder Pro Technologies Ltd's use of personal data is necessary to enable it to provide a service to its Clients and its end users, including order processing, delivery, installation and support services as well as for invoicing and in order to answer general Client enquiries. For example, during the order process Web Builder Pro Technologies Ltd shall verify and/or cross validate the email address and postal address you provide us with upon registration, upon purchase of WHOIS Privacy and making any updates once a year and at any other time Web Builder Pro Technologies Ltd deems necessary. These verification logs will be stored for as long as is deemed necessary by ICANN.

17.2 In addition, Web Builder Pro Technologies Ltd may also use personal data to improve on the level and type of service Web Builder Pro Technologies Ltd offers to its Clients.

17.3 As part of this interest in improving the service provided, Web Builder Pro Technologies Ltd may process personal data for the purposes of sales analysis and Client usage statistics.

18 Direct Marketing

18.1 Web Builder Pro Technologies Ltd may from time to time inform its Clients, end users and potential Clients about Web Builder Pro Technologies Ltd and Web Builder Pro Technologies Ltd affiliate products and services and other information Web Builder Pro Technologies Ltd feels may be of interest.

18.2 Clients and other recipients of information from Web Builder Pro Technologies Ltd may indicate at the time they first place an order with Web Builder Pro Technologies Ltd whether or not they wish to receive such information or at any later time by simply contacting Web Builder Pro Technologies Ltd.

19 To Whom Does Web Builder Pro Technologies Ltd Disclose Personal Data?

19.1 Web Builder Pro Technologies Ltd will pass personal data within its internal departments in order to fulfil sales and support obligations as well as to finance departments to enable invoicing.

19.2 As a general rule, Web Builder Pro Technologies Ltd does not disclose personal data to unaffiliated third parties except where Client consent has been obtained, where Web Builder Pro Technologies Ltd is under an obligation by law to disclose personal data or where Web Builder Pro

Technologies Ltd has contracted with third parties to assist in providing services to Web Builder Pro Technologies Ltd Clients such as for delivery, installation and systems support services.

20 How Does Web Builder Pro Technologies Ltd Protect the Personal Data it Holds?

20.1 Web Builder Pro Technologies Ltd takes Client confidentiality and security very seriously. Web Builder Pro Technologies Ltd has implemented appropriate internal security procedures that restrict access to and disclosure of personal data within Web Builder Pro Technologies Ltd.

20.2 These procedures will be reviewed from time to time to determine whether they are being complied with and are effective.

20.3 Web Builder Pro Technologies Ltd will not use any of the Clients sensitive information about the site or app whilst collecting data for the purpose of remarketing. Sensitive data includes:

interest or participation in adult activities (including alcohol, gambling, adult dating, pornography, etc.)

sexual behaviour or orientation

racial or ethnic information

political affiliation

trade union membership or affiliation

religion or religious belief

negative financial status or situation

health or medical information

status as a child under 13

the commission or alleged commission of any crime

20.4 Web Builder Pro Technologies Ltd will also actively investigate and cooperate with law enforcement agencies any allegations of abuse or violation of system or network security as set out in the applicable Web Builder Pro Technologies Ltd Acceptable Use Policy.

21 Clients' Rights

21.1 The law in certain jurisdictions (including countries within the European Economic Area) gives individuals whose personal data is held by Web Builder Pro Technologies Ltd specific rights to access and rectify personal data held about them.

21.2 These include the right to obtain from Web Builder Pro Technologies Ltd, for a prescribed fee, confirmation that personal data is held, as well as a written description of such personal data, the purpose(s) for which it is being used, the source(s) of the personal data and details of any recipients.

22 Distant Selling Regulations

As Web Builder Pro Technologies Ltd encounter purchasing online, We comply to all Distant Selling Regulations, now recognised as Consumer Contracts Regulations.

23 Disability Discrimination

23.1 Any complaints of discrimination or harassment will be treated seriously. They will be fully investigated and may result in disciplinary action by Web Builder Pro Technologies Ltd management.

23.2 The Web Builder Pro Technologies Ltd Equal Opportunities Policy goes beyond the minimum standards but has been developed within the framework of existing legislation.

23.3 The relevant Acts of Parliament are:

The Sex Discrimination Act 1975 (and its amendments, 1986)

The Equal Pay Act 1970 (and its amendments 1983)

The Race Relations Act 1976

The Disabled Persons (Employment) Acts 1944 & 1958

The Disabled Persons (Services, Consultation & Representation) Act 1986

The Chronically Sick & Disabled Persons Act 1970 (and its amendments 1976)

The Rehabilitation of Offenders Act 1974

The Disability Discrimination Act 1995

The Employment Equality (Age) Regulations Act 2006

23.4 If the legal requirements of the above Acts are contravened both Web Builder Pro Technologies Ltd and the individual concerned will be rendered liable to legal proceedings.

23.5 If Web Builder Pro Technologies Ltd as an employer can prove that it has taken the necessary steps to prevent acts of discrimination, only the individual would be considered liable for that unlawful act.

23.6 This applies to the Race Relations Act 1976 and Sex Discrimination Act 1975/1986.

23.7 It is essential that all persons bound by this Policy are aware of their obligations under the law, as ignorance is not a defence.

23.8 The following list provides examples of acts that might occur in incidents of harassment:

Physical assault and abuse

Verbal threat and abuse

Unwelcome physical contact

Derogatory name-calling, insults, demeaning jokes

Offensive comments

Incitement of others to behave in an oppressive manner

Provocative behaviour, mimicry

Refusal to co-operate in accepted Web Builder Pro Technologies Ltd activities with other people on grounds of their race, gender, sexual orientation, marital status, disability, class, age, religion or employment status

Wearing of racist or sexist badges or insignia

Graffiti directed against an individual or vulnerable group

Displaying or distributing leaflets etc containing offensive material

Attempting to recruit other users, staff or students to racist organisations or groups.

29 Staffing

29.1 All potential staff will have equal access to employment opportunities, providing that they meet the requirements of the job description and person specification.

29.2 Web Builder Pro Technologies Ltd will not discriminate in providing access to training, promotion and career development opportunities.

29.3 Under-represented groups will be encouraged to apply for posts and to participate fully in the work of the Web Builder Pro Technologies Ltd.

30 Implementation

Copies of the Equal Opportunities Policy will be available to all Web Builder Pro Technologies Ltd employees and sub-contractors.

Further copies of the Policy can be obtained from Web Builder Pro Technologies Ltd. All employees and sub-contractors are to be briefed on the Policy at induction.

31 Complaints Procedure

31.1 A Complaints Procedure exists for the use and protection of all Web Builder Pro Technologies Ltd employees and sub-contractors and is an appropriate way of raising and dealing with complaints relating to any breach of this Policy.

31.2 The Web Builder Pro Technologies Ltd management will treat seriously and take prompt action on any employee's or sub-contractor's grievance concerning discrimination, victimisation or harassment.

32 Discipline

32.1 Acts of discrimination, victimisation and harassment as defined in this document, perpetrated by Web Builder Pro Technologies Ltd staff or sub-contractors against others, will result in disciplinary action.

32.2 This will also apply to those who attempt to induce others to discriminate, victimise or harass.

32.3 Failure to comply with or adhere to the Web Builder Pro Technologies Ltd Equal Opportunities Policy will be treated as a disciplinary offence.

33 Monitoring

The implementation of this Policy will be monitored by Web Builder Pro Technologies Ltd management.

34 Policy Review

No policy document can remain static and must be subject to changes. It is the intention of Web Builder Pro Technologies Ltd management to keep this policy under review to ensure that the Web Builder Pro Technologies Ltd commitment to equality of opportunity, as set out in the Policy Statement, is adopted and fully implemented.

35 By signing up for our services you agree to be bound by all WBPT terms and conditions.