Privacy Policy

General statement

Issued by Coogee Consulting Ltd (CRO 397502) trading as Peter Oakes and Peter Oakes of 12 Lower Hatch Street, Dublin 2, Ireland ('we', 'us', 'our').

We respect your right to privacy. Visitors are advised that each time they visit a Website, two general levels of information about their visit can be retained. The first level comprises statistical and other analytical information collected on an aggregate and non-individual specific basis of all browsers who visit the site. The second is information which is personal or particular to a specific visitor who knowingly chooses to provide that information.

Non-Personal Information

The statistical and analytical information gathered by www.peteroakes.com ('Website') provides general and not individually specific information about the number of people who visit this Website; the number of people who return to this site; the pages that they visit; where they were before they came to this site and the page in the site at which they exited. This information helps us monitor traffic on our Website so that we can manage the site's capacity and efficiency. It also helps us to understand which parts of this site are most popular and generally to assess user behaviour and characteristics in order to measure interest in and use of the various areas of the site.

Personal Information

Through this Website you may have an opportunity to send us personal information (such as your name or personal identity), for example, through our web forms (both ours and our third party <u>MailChimp</u>) page or any other area where you may send e-mails, provide feedback, etc. By choosing to participate in these, you will be providing us with some level of personal information relating to you and you will be consenting to the use of such information by us for the following purposes:

- 1. the purposes for which the information was provided by you;
- 2. verification purposes and statistical analysis;
- 3. administration purposes; and
- 4. to be kept informed about our related activities and initiatives (unless you have expressed a preference not to receive marketing communications from us).

Disclosure of Personal Information

We will only disclose your Personal Information where it is consistent with the purposes explained above. We may disclose your data to such third parties where required e.g. to effect payment of registration fees, for event management purposes etc. We will ensure that third party recipients of your Personal Information will not be entitled to use your information for any other unrelated purpose. In certain circumstances we may be obliged to disclose personal information relating to you to third parties, for example, in order to meet any legal obligations on us or to comply with any legal process, as well as to protect and defend the rights of property of us.

Collection and use of non-personal information

Non-personal information: data collected for statistical purposes which is not associated with a specific personal identity. This site collects and analyses technical information in order to evaluate our Website. The type of technical information we log is confined to the following:

- The IP address* of the visitor's Web server
- The top-level domain-name used (for example.ie, .com, .org, .net)
- The pages visited on this Website, i.e. URL's** visited
- The previous Website address from which the visitor reached us, including any search terms used
- Clickstream data which shows the traffic of visitors around this Website (for example, pages accessed)

Accessing your Personal Information

You have a right to be given a copy of any personal information relating to you which is held by us. To exercise this right, you must write to Peter Oakes, Coogee Consulting Limited, 12 Lower Hatch Street, Dublin 2, Ireland.

You should include any personal identifiers which you supplied earlier via the website (e.g. name; address; phone number; e-mail address). Your request will be dealt with as soon as possible and will take not more than 40 days to process. You also have a right to have inaccurate information corrected. If you discover that we do hold inaccurate information about you, you have a right to instruct us to correct that information. Such an instruction must be in writing. If at any time after giving us this information you decide that you no longer wish us to hold or use this information, or in the case that the information becomes out of date, you are free to notify us, and we will use all reasonable endeavours to remove or rectify the information promptly.

Third Party Sites

You should also be aware that where you link to another website from our website that we have no control over that other website. Accordingly, we cannot guarantee that the controller of that website will respect your privacy in the same manner as us.

Amendments to this Privacy Statement

This Privacy Statement was adopted in June 2015. We reserve the right in our sole discretion to amend this privacy statement at any time, and you should regularly check this privacy statement for any amendments

* An IP address is an identifier for a computer or device on a Transmission Control Protocol/Internet Protocol (TCP/IP) network, such as the World Wide Web. Networks use the TCP/IP protocol to route

information based on the IP address of the destination. In other words, an IP address is a number that is automatically assigned to your computer whenever you are surfing the Web, allowing Web servers to locate and identify your computer. Computers require IP addresses in order for users to communicate on the Internet, browse and shop.

** A URL (Uniform Resource Locator) is the global address of documents and other resources on the World Wide Web.