

## **Privacy Policy**

## 1.B&D's commitment to maintaining your privacy

B&D's Privacy Statement has been created because we value our users and recognise their right to keep personal information private. This statement discloses our information gathering and dissemination practices for B&D.

### 2. Collecting information on visitors to our website

B&D may collect information on our site visitors collectively including those sections of the site most frequently visited, how often and for how long. This data is always used as aggregated, non-personal information. B&D uses this information to improve and enhance our services by monitoring the areas on the site that are most popular to you. This aggregated information may be shared with B&D commercial partners to provide them with an overview of how B&D visitors use the site. This is done for the purposes of providing you with a more efficient site.

## Cookies & Applets

B&D may use cookies to provide you with a better experience. These cookies allow us to increase your security by storing your section ID and a way of monitoring single user access. This aggregate, non-personal information is collated and provided to B&D to assist in analysing the usage of the site.

### IP Addresses

B&D's web servers may gather your IP address to assist with the diagnosis of problems or support issues with our services. Again, information is gathered in aggregate only and cannot be traced to an individual user.

### 3.Email communications from B&D

B&D also provides you with selected information about our documents and website changes in our email newsletter. This free service is sent to registered users and provides the option of opting out of receiving these on receipt. B&D may also make you



aware of additional products and services and information considered newsworthy that form part of your relationship with B&D.

# 4. Storage & Security of Personal Information

B&D takes all reasonable steps to ensure the security of our system. B&D allows you to access your information at any time to keep it accurate and up to date. Any information we hold for you is stored on secure servers that are well protected in secure facilities. Additionally, our staff and the contractors who provide services related to our information systems are obliged to respect the confidentiality of any personal information held by B&D. B&D will however, not be held responsible for events arising from unauthorised access of your personal information.

### **5.Access to Your Information**

B&D does not collect information that identifies you personally unless you become a registered recipient of our e-news. If you become a registered subscriber to our e-news you are able to opt out at any time by either sending an email to dannii@bd-inspections.com.au and including the registered email address that receives B&D e-news or by following the unsubscribe link included in B&D e-news.

### 6.B&D Partners

B&D provides links and passes to third party sites. The use of your information by these third party sites is not within the control of B&D and we cannot accept responsibility for the conduct of these companies.

### 7.Feedback

B&D welcomes feedback and suggestions in regards to all aspects of its online communications and website. B&D stores feedback that users send for the purpose of refining its service and may be shared with B&D commercial partners either in aggregate form or with specific identifying characteristics removed.



In some instances, comments you provide to B&D may be displayed on our website to other users, if you do not wish for your comments to be displayed please email dannii@bd-inspections.com.au and we will remove your comments.

## 8. Privacy & Site Changes

B&D may from time to time update its privacy statement. Revised versions will be updated on the website.

# 9.0H&S Policy

B&D's OH&S Policy is available upon request