

## **Privacy Policy**

This website is provided by Option Designs Digital. We take very seriously the privacy of our website users and the security of their personal information. By using the websites, or by registering as a user of the services that we provide, you agree to this use. We ask you to read this privacy policy carefully. Any dispute which may arise over privacy will be subject to this policy and the data protection notice (if any) incorporated into this website.

We may change our privacy policy from time to time. We therefore ask you to check it occasionally to ensure that you are aware of the most recent version that will apply each time you access this website.

### **Personal information collection and use**

OD Digital will only collect personally identifiable data, such as your name or email address, when it is voluntarily submitted to us at this website.

From time to time, we may refer to that information to better understand your needs and how we can improve our services. We may use that information to contact you. We will not otherwise transfer the personally identifiable information you provide at this website to any third party unless otherwise disclosed to you. In common with many commercial organizations we monitor the use of this website by collecting aggregate information. We may automatically collect non-personal information about you such as the type of internet browsers you use, the pages you visit or the website which directed you to our site. You cannot be identified from this information and it is used only to assist us in providing an effective service on this website.

### **Security of your personal data**

We have implemented technologies and policies with the objective of protecting your information from unauthorized access and improper use and will update these measures as appropriate as new technologies become available.

### **Accuracy of Personal Information**

OD Digital makes reasonable efforts to keep Personal Information in its possession or control, which is used on an ongoing basis, accurate, complete, current and relevant, based on the most recent information available to us. It is the responsibility of each individual to ensure that the Personal Information relating to them is accurate, complete and current. OD Digital invites you to visit our Site to search or browse the Site without revealing who you are or registering with us. However, if you choose to give OD Digital personal information via the Internet, for example in response to the careers section, that OD Digital may need; it is our intent to let you know how we will use such information. If you tell us that you do not wish to have this information used as a basis for further contact with you, we will endeavor to respect your wishes.