

## ThenMedia Privacy Policy

ThenMedia (TM) understands and appreciates the requirements of GDPR 2018. It stores personal data securely and treats it with respect at all times.

### Personal data

- TM stores personal data of staff, customers, suppliers and contacts.
- Its legal basis for doing so is 'legitimate interest'.
- It stores the data in order to efficiently deliver its services and provide support to its customers.
- Personal data can include title, name, gender, postal address, telephone numbers and email addresses.
- TM makes every effort to maintain the accuracy of its personal records.
- Access to the personal data is restricted to TM staff.
- TM doesn't pass on any personal data to any third party.
- Anyone wishing to view what TM is storing about them should make a data access request by emailing [data@thenmedia.co.uk](mailto:data@thenmedia.co.uk).

### Data storage

- TM stores its data (including its own personal data and the personal data of its customers) using its own web-based software.
- This software runs on a customised version of Linux, with MySQL and PHP/Javascript for storage and retrieval.
- TM servers are protected by FortiGate industrial strength firewalls and access to commonly exploited ports is restricted to TM staff.
- TM servers are hosted securely at an established Data Centre in Staffordshire, UK.
- TM servers are regularly backed-up at the Data Centre and offsite at TM.

### Cookies

TM hosts websites for itself and its customers. It uses cookies on these sites.

- Non-interactive sites (where a user is simply a visitor) use persistent cookies to monitor usage and so provide statistics on visits and pages viewed. Google Analytics and StatCounter are used. See <https://www.google.com/analytics/terms/us.html> and <https://statcounter.com/about/legal/> for relevant terms and policies.
- Interactive sites (where a user can sign-in) use session cookies to monitor the interaction and deliver data to the user without repeated requests for authorisation.

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