



Our Cookie Policy

Introduction

Xepta are extremely committed to the highest standard of service to all of our website users and we want to ensure that the personal information we collect about you when you use our website and services is protected.

This Cookies Policy is designed to give you a clear and easy to understand overview of what cookies are, how we used them, and what you can do to manage how cookies are used.

Please see our [privacy policy](#) for more information about the information we collect about you and how it is used.

Please note: in this Cookies Policy, “Our”, “we” and “us” refers to our company group which includes Xepta Group Ltd and Xepta Technology Limited, companies registered in England and Wales (Registration Nos. 07627253 and 06327927 respectively) at the following address;

What is a Cookie?

A cookie is a small text file which is sent to your computer or mobile device (referred to in this policy as a “device”) by the web server.

These files are widely used across the internet to improve your experience by customising web pages and the content that you see online and so that the website can remember some information about your browsing activity on the website, such as login information.

A cookie typically contains;

- The name of the server the cookie was sent from
- The lifetime of the cookie
- A unique identifier (usually a number)

Types of cookies

There are different types of cookies that have different functions, these include;

- **Essential or ‘Strictly Necessary’ Cookies** - These are cookies which are essential for the running of our website. Without these cookies, parts of our website would not function. These cookies do not track where you have been on the internet and do not gather information about you that could be used for marketing purposes.
- **Non Essential Cookies** – These are cookies which do not fall in to the definition of essential cookies, these include analytical and functional cookies.

Functional cookies are used to remember your preferences on our website and to provide enhanced, more personal features. The information collected by these cookies is usually anonymised, so we cannot identify you personally. Functional cookies do not track your internet usage or gather information which could be used for selling advertising.



Analytical cookies are used to monitor the performance of our website, for example, to determine the number of page views and the number of unique users a website has. Web analytics services may be designed and operated by third parties. The information is anonymous, so it cannot be used to identify you and does not contain personal information such as your name and email address. This information is only used for statistical purposes

Cookies can also be classified on the basis of their lifespan;

- **Session or Temporary Cookies** – These cookies will last for as long as you keep your browser open, so they expire when you close your browser.
- **Persistent or Permanent Cookies** – These cookies will expire at a fixed point in time or if you manually remove them from your browser, whichever occurs first.

How do we use Cookies?

We use both session and persistent cookies on our website. Persistent cookies are used to help to find out how our website is being used and to help identify customers when they return to our website. We can learn which pages are being viewed and how many visitors are using the different sections of the site. This information helps us understand how useful the site is to our visitors, and how we can keep improving.

We use session cookies for some secure online customer services. These cookies let us make the login process function. We might also use a session cookie to pre-populate your details on one of our online forms. Session cookies allow customers to carry information across pages of the website without having to re-enter information. For example, if you log in to your customer account and then visit another page on the website, you will be able to go back in to your account without having to log back in.

Which Cookies do we use?

We use some analytics tools which are provided by a third party; Google. Google Analytics cookies track the number of unique users of our website. These cookies do not collect personally identifiable information.

You can find more information about the information collected by the Google Analytics cookies on the [Google Analytics Privacy Policy](#).

Cookie Name	Purpose	Expiration Time	Cookie Type
__utma	Used to distinguish users and sessions.	2 years	Persistent
__utmt	Used to throttle request rate.	10 minutes	Persistent
__utmb	Used to determine new sessions/visits.	30 minutes	Persistent
__utmc	Set for interoperability with legacy urchin.js. Historically used to determine new sessions/visits in combination with __utmb	On close	Session
__utmz	Stores the traffic source or campaign that explains how you reached our site.	6 months	Persistent



How to manage cookies

You can control and/or delete cookies from your device as you wish. You can delete all cookies and you can set most browsers to prevent them from being used. However, if you do this, you may have to manually adjust some preferences every time you visit a website. Deleting cookies may have a negative impact on the functionality of many websites.

To manage your cookies, refer to your browser's help section or visit aboutcookies.org.

If you don't change your browser settings and continue to use our site, we will assume that you consent to the use of cookies your device.

Changes to this policy

We may occasionally update our cookie policy. You should visit this page periodically if you want to keep yourself informed.

This policy was last updated 22/05/18