

1. Privacy Policy

1.1 Introduction

CMI Architecture (CMIA) is committed to protecting and respecting your privacy. This privacy policy sets out the basis on which any personal data we collect from you, or that you provide to us, will be stored and processed by us. Please read the following carefully to understand our views and practices in this regard. By visiting our website www.cmiarchitecture.co.uk you are consenting to these practices outlined below.

1.2 Collecting Information

CMIA collects certain specific personal information for the purpose of providing our employees, customers and users with an individually tailored range of services that is of legitimate interest to them.

We will collect information in two principle ways:

- Information you give us eg by contacting us directly by telephone, email or other written correspondence. It includes information you provide when you subscribe to our newsletter or use any services or attend any events we offer from time to time, or approach us to provide professional services or apply for a job; and
- Information we automatically collect from you when you visit our website by the use of cookies and IP addresses as explained in detail below.

1.3 Cookies

When you visit our website we want to make it as easy, useful and reliable an experience as possible. This sometimes involves placing small text files called Cookies on your computer or mobile device to distinguish you from other users of the website, and to enable us to identify your preferences and compile statistical reports on website activity. We will not use Cookies to collect or store personally identifiable information about you. Nevertheless, you can set your browser not to accept cookies, but if you block all cookies, including essential cookies, you may not be able to access all parts of our site.

By continuing to browse our site, you are agreeing to our use of Cookies.

1.4 IP Addresses

When you visit our site, we automatically collect technical information, including the Internet Protocol (IP) address used to connect your computer to the Internet, your login information, browser type and version, geographical location and time zone setting, operating system and platform. These web server logs are collected and stored in a way which does not identify anyone, yet inform us on which pages are attracting most interest, and ultimately help us to improve the content and design of our website.

1.5 Data protection & security

We have reasonable steps to protect any information disclosed to CMIA through use of our website or by telephone or written correspondence, and have implemented measures designed to secure your personal information from accidental loss and from unauthorised access, use, alteration and disclosure. This protection applies in relation to information stored in both electronic and hard copy form.

We may disclose personal information that we collect or you provide as described in this privacy policy to relevant representatives and working groups of CMI as follows:

- To contractors, service providers and other third parties we use to support our business and who use the personal information in connection with the supply or potential supply of services to us.
- For any other purpose disclosed by us when you provide the information.
- With your consent

We will not sell, distribute or disclose your information to organisations outside of the CMI Group of companies, unless you have agreed that we may do so.

1.6 Marketing

We would like to send you information about forthcoming events, news and services of the CMI Group which may be of interest to you. If you have consented to receive marketing, you may still opt-out or update your preferences at a later date.

1.7 Your Rights

You have the right to ask us not to process your personal data for marketing purposes. You can exercise your right at any time by contacting us at info@cmiarchitecture.co.uk

You are also entitled to access information held about you and to ask us to correct or remove personal information from our records. If you wish to do this, please contact info@cmiarchitecture.co.uk so that we may consider your request.

2. Legal Disclaimer

2.1 Introduction

This legal disclaimer sets out the legal basis of the content our website, please read the following carefully to understand our terms in this regard. By visiting our website www.cmiarchitecture.co.uk you are consenting to the terms outlined below.

2.2 Use of this Site

The rights to the pictures, logos, photographs and content of this site are owned by CMIA unless otherwise indicated. You may not copy, reproduce, modify, distribute, republish, display, post or transmit any part of this site without the written permission of CMIA. You may view or print individual pages only for your own personal use.

2.3 Liability

We try to ensure the accuracy of all of our content. The content of this site should only be used for information purposes and CMIA accepts no responsibility for loss which may arise from accessing or reliance on information contained in this site.

2.4 Third Party Sites

Our website contains links to third-party sites. We are not responsible for the content, privacy or security of any third party site. Any link from the CMIA website does not indicate, expressly or impliedly, that CMIA endorses the site or the products and services offered there. If you access a third-party site, it is at your own risk.

3.1 Changes to Legal & Privacy Policies

We reserve the right to change our Legal & Privacy Policies at any time without notice. The last update to this page was in May 2018 and you are advised to check this page periodically for any subsequent changes.

3.2 Get in Touch

If you have any questions or concerns in respect of this policy, please contact our Data Protection Team at info@cmiarchitecture.com