## **Privacy Policy**

Published on Peninsular Petrotech Engineering W.L.L (http://www.ppe.com.qa)

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#### General

Peninsular Petrotech Engineering W.L.L. (PPE) respects your right to privacy. We know that you care about how information about you is used. We want to share with you the policies and practices we have adopted to protect your privacy so that you feel confident about how we handle the personal information you entrust to us. This website is owned, managed and operated by PPE. Any personal information provided through this website is controlled by PPE. I acknowledge that by using this website, I understand and consent to the terms set out in this privacy policy.

#### Marketing

We may also use the personal information you provide us to review and improve our website and services that we offer, and to contact you (by post, email and/or telephone) about our services, promotions and news offered by PPE in which you may be interested. If you don't want to receive this information, or if you want a copy of the personal information we hold about you, write to us at penl@ppe.com.qa. PPE may charge a fee for supplying you with this information as permitted by law.

#### How is my personal information collected through this website?

The purpose of personal information that we collect from you will depend on how you interact with PPE. This policy will explain in a broad sense, just how personal information may be collected via our website, and how this information contributes to the development of PPE website.

#### **Cookies and Other Web Technologies**

Cookies are pieces of information that a website can transfer to a user's computer hard drive for tracking (site usage) user navigation and customising site information to further improve and enhance the user experience. We may use cookies to collect and store personal information and we link information stored by cookies with personal information you supply to us. Save for information you specifically provide to us and for the use of cookies, we do not automatically log data or collect data. Most internet browsers are preset to accept cookies. If you prefer not to receive cookies, you can adjust your internet browser to warn you when cookies are being used or to refuse cookies, which may preclude your use of certain parts of this website and deny you all the functionality our website has to offer.

## **On-line forms**

When submitting information on our website for the purposes of an enquiry, we will collect details such as your name, e-mail address, personal interests and needs. Some of this information is essential for us to be able identify accurately who is using the service so that we may be able to respond to your requests and as such is indicated by mandatory fields. Mandatory information requirements are clearly identified and are denoted by an asterix (\*). You will also be prompted when submitting a form if mandatory data has not been completed. Other types of information, such as your age and gender, are collected to help us profile who is using our website and what are their interests. Information of this type is optional; you only need to fill it in if you wish to do so. Generally, you may be asked to provide personally identifiable information when you: send us your comments or suggestions create a link to PPE site register for PPE services subscribe to PPE Newsletter request sales and advertising information submit an enquiry.



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#### How can I control my personal information?

Users are not required to register on Peninsular Petrotech Engineering W.L.L. (PPE) website in order to use it. Our commitment is to provide you with the opportunity to opt out, check or correct any information you have submitted on-line to PPE or any of its affiliates or partners. How do we use information that you submit on-line? The information we gather from your use of our website enables us to provide better services, which are tailored to your needs. For example recording usage patterns help us identify the areas of our website that are popular and those that are not. The data, which is gathered, is aggregated for analysis by PPE. Identifiable characteristics and the user's name remain anonymous. send us your comments or suggestions create a link to PPE site register for PPE services We will only record your e-mail address if you send us a message or disclose it to us.

### How often should I check this privacy policy?

We may make changes to this policy from time to time, so you may like to check it each time you visit the website.

#### **Contact us**

If you have any questions regarding use of your personal information, or if you wish to withdraw consent you have previously given to any use of your personal information, please write to us at <a href="mailto:pen.com.qa">pen1@ppe.com.qa</a>

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