



# Evestigio Ltd (Live-File)



## Cookies Policy

This is the Cookies Policy for the website [www.live-file.com](http://www.live-file.com)

Evestigio Ltd (Live - File) administers this website and is contactable at:

Evestigio Ltd (Office 7)

City of London 35 - 37 LUDGATE HILL

LONDON, EC4M 7JN, ENGLAND.

Evestigio Ltd (Live - File) collects & processes Data, in accordance with the compliance requirements of the GDPR (also known as the General Data Protection Regulation) together with associated processes and procedures.

The GDPR & Privacy Policy applies to all Evestigio (Live - File) stakeholders regarding: Personal Data (P' Data), Personal Information, Professional and Employees Information, including Banking & Financial Data.

The Data Privacy Policy is available on the website.

## Message from the Practice Lead

We use One Trust (a global leader in enterprise privacy management) to comply with data privacy regulations across jurisdictions, including the EU GDPR. They can be found at [www.onetrust.com](http://www.onetrust.com)

[www.live-file.com](http://www.live-file.com) This website is 'in build' to address 2021 Global compliance practices. The Website is secure. The domain [www.live-file.com](http://www.live-file.com) has been analysed by Cookiebot (One Trust) to determine if it is compliant with EU regulations on the use of cookies and online tracking. (Compliant Result at August 2020). This will be maintained as the site builds.

Richard Whitfield

Director

Electronically Signed April 2021



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- 1a) When you access the [www.live-file.com](http://www.live-file.com) website information is collected via the use of Cookies. An HTTP Cookie is a small piece of data stored on the user's computer by the web browser while browsing a website. Cookies are designed to be a reliable mechanism for websites to remember stateful information or record the user's browsing activity.

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

- 1b) Before you continue, we share that one of the Cookies has already been set & that we use it for essential operational management:

Name: `_ga, _gat, _gid`

Cookie Type: Third Party Cookie

Purpose: This name is associated with Google Analytics. This software helps us take and analyse visitor information such as browser usage, new visitor numbers, response to marketing activities and website browser times. That detail of information helps us to improve the website and your site user experience.

By continuing to browse the site, you are agreeing to our use of this Cookie.

- 1c) Cookies are generally used on most websites. You are able to choose what Cookies you accept and those you do not. Preference changes can be made by adjusting your browser settings.

- 1d) The Cookie types we use are described as either Persistent or Session:

- Persistent - these remain on your relevant device after your website visit and remember whom you are, when you revisit the website, to enable automation of fields such as login details and passwords.
- Session - these are temporary in nature for the duration of your website visit. They are automatically deleted upon closing of the browser. Generally used for specific functionalities e.g. currency transactions, product or service ordering processes. They do not collect Personal Data (P' Data) but they are required to enable functionality of the website.



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1e) Cookies are categorised and are described as follows:

- Essential - these are required to enable the use and functionality of the website. They cannot be rejected or turned off. They do not collect P'Data and neither do they remember you or affect how you use our website.
- Performance - these are utilised to help with such activities of analysis, an example being the use of Google Analytics, to determine where users are based, volume of visitors to the site & which pages are utilised most.
- Functionality - these enable our website to remember your previous visits & remember fields such as user name, language or regional preferences.
- Third Party - these are permissible and allowed by your expression of consent. They collect device information & analyse other information such as behavioural and demographic dynamics e.g. for advertising purposes.

## Managing Cookies

2a) You have the ability to control (accept or decline) Cookies by changing the settings in your browsers (s). If Cookies are disabled, it may be the case that some functionality or interactive feature is lost.

2b) You can check that Cookies are enabled for PC's as follows:

### Google Chrome

1. Click on 'Tools' at the top of your browser window and select Options
2. Click the 'Under the Hood' tab, locate the 'Privacy' section, and select the 'Content settings' button
3. Now select 'Allow local data to be set'

### Microsoft Internet Explorer 6.0, 7.0, 8.0

1. Click on 'Tools' at the top of your browser window and select 'Internet options', then click on the 'Privacy' tab
2. Ensure that your Privacy level is set to Medium or below, which will enable cookies in your browser
3. Settings above Medium will disable cookies

### Mozilla Firefox

1. Click on 'Tools' at the top of your browser window and select Options
2. Then select the Privacy icon
3. Click on Cookies, then select 'allow sites to set cookies'



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### Safari

1. Click on the Cog icon at the top of your browser window and select the 'Preferences' option
2. Click on 'Security', check the option that says 'Block third-party and advertising cookies'
3. Click 'Save'

2c)

You can check that Cookies are enabled for Macs as follows:

### Microsoft Internet Explorer 5.0 on OSX

1. Click on 'Tools' at the top of your browser window and select 'Internet options' and then click on the 'Privacy' tab
2. Ensure that your Privacy level is set to Medium or below, which will enable cookies in your browser, then Settings above Medium will disable cookies

### Safari on OSX

1. Click on 'Safari' at the top of your browser window and select the 'Preferences' option
2. Click on 'Security' then 'Accept cookies'
3. Select the 'Only from site you navigate to'

### Mozilla and Netscape on OSX

1. Click on 'Mozilla' or 'Netscape' at the top of your browser window and select the 'Preferences' option
2. Scroll down until you see cookies under 'Privacy & Security'
3. Select 'Enable cookies for the originating web site only'

### Opera

1. Click on 'Menu' at the top of your browser window and select 'Settings'
2. Then select 'Preferences', select the 'Advanced' tab
3. Then select 'Accept cookies' option

\*Note that third parties (including, for example, advertising networks and providers of external services like web traffic analysis services) may also use cookies, over which we have no control. These cookies are likely to be analytical / performance cookies or targeting cookies.

\* The Data Controller for Evestigio Ltd (Live - File) can be contacted at:

- telephone - 01789 841 494
- email - [rw@live-file.com](mailto:rw@live-file.com) (Richard Whitfield (Practice Lead))
- post - Evestigio Ltd (Live - File) Office 7  
City of London  
35 - 37 Ludgate Hill,  
London  
EC4M 7JN

