

Title: Privasyt policy statement		Document responsible: Runar Holthe	Approved by: Eirik Renli	
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1 Privacy policy statement

This Privacy Policy explain what types of data Fishbones collects and how that information is used. We understand that you care about your privacy and we take that seriously. We also recognize that keeping your personal information private is an ongoing responsibility, so we will update this Privacy Notice whenever we adopt new privacy policies or add new personal data practices.

1.1 Collection of Personal Data

Much of the information on our website is available without anyone having to release personal data. You are also able to only enter a limited amount of required data when requesting extra material, such as newsletters etc. Some information is necessary to collect, however you can cancel receiving marketing communications at any time.

When you contact us, we will store your request and contact details so that we can answer your question in the best way possible. On our website you can also register to receive our news update and we save your e-mail address to enable us to send you our newsletter. By submitting your enquiry or signing up for our newsletter you consent to our use of the personal data you have supplied.

1.2 Data storage and retention

Personal data is stored by our service providers on its servers. Your data is retained only for as long as it is necessary for the intended purpose. We will delete personal data once the purpose for collecting the data has been fulfilled. If you unsubscribe from our newsletter we will delete your email address.

1.3 Use of personal data

Like most other websites, Fishbones.as collects certain information automatically. Examples of this information may include IP addresses, geographic location, browser type, device screen resolution, device type, preferred language, etc.

We will only use personal data for the purpose it was collected for. Access to this data is restricted to personnel with appropriate authorization and a clear need to use that data.

1.4 Sharing and transfer of personal data

Personal data will only be shared with third parties when it is necessary to provide our services. We occasionally use third parties to work on our behalf and we will share only the necessary information in these circumstances. We will not disclose your data to any third parties for the purpose of marketing.

1.5 Security of processing

Fishbones maintains technical, physical, and administrative safeguards to protect the privacy of your personal data. We make sure to update and test our security technology regularly. Fishbones will apply the appropriate safeguards to help ensure your personal data is protected against accidental loss, unauthorized disclosure, unlawful forms of processing, and alteration or access.

1.6 Access, corrections, deletion and other data subject rights

You have the right to access your personal data, as well as require corrections of any inaccurate information. In certain cases, you can demand that your personal data be deleted, for example if you take back your consent to our treatment of your personal data. You have the right to restrict our use of your personal data. In certain situations, you have the right to object to the use of personal data. A Data Controller is the person who decides the purpose for using the personal data. In Fishbones the data controller is the CEO. For more information about your rights as a

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data subject under the GDPR, to access your personal data, or ask any questions, please contact Fishbones at post@fishbones.as

1.7 Links to other websites

This privacy notice does not cover any links to other websites or services offered by third parties. We encourage you to read the privacy policy written on the other websites you visit.

Changes and updates to the Privacy Policy

By using this Site, you agree to the terms and conditions contained in this Privacy Policy and/or any other agreement that we might have with you. If you do not agree to any of these terms and conditions, you should not use this Site or any Fishbones benefits or services. You agree that any dispute over privacy or the terms contained in this Privacy Policy and Conditions of Use, or any other agreement we have with you, will be governed by the laws of the European Union General Data Protection Regulation. Because our organization changes occasionally, this Privacy Policy is expected to change over time. We reserve the right to change the contents of this Privacy Policy at any time, for any reason, and without prior notice to users. We will, however, always post the newest version of the Privacy Policy on fishbones.as and encourage visitors to read updated versions when they are made available. We may send periodic reminders, in the form of e-mails, with information regarding updates in our Privacy Policy. The provisions in this notice supersede all previous notices or statements regarding our privacy practices.

If you have any concerns or questions about how Fishbones process personal data please contact post@fishbones.as

2 Cookie Policy

2.1 What are cookies

A cookie is a small text file that a website saves on your computer or mobile device when you visit the site. It enables the website to remember your actions and preferences (such as login, language, font size and other display preferences) over a period of time, so you do not have to keep re-entering them whenever you come back to the site or browse from one page to another.

2.2 How do we use cookies

We use cookies to improve the function of our website. You can use your browser settings to accept or reject new cookies and to delete existing cookies. You can also set your browser to notify you each time new cookies are placed on your computer or other device. You can find more detailed information about how you can manage cookies through your browser's help function. If you choose to disable some or all cookies, you may not be able to make full use of our or other websites.

2.3 Cookies used

The following cookies are used on www.fishbones.as:

Google Analytics: We gather statistics on how our website is used, for us to be able to identify which pages get most attention, and subsequently where to put down our resources to provide high quality content. You can disable cookies from Google Analytics here: <https://tools.google.com/dlpage/gaoptout>

2.4 Agreement for use of cookies

When you visit and use fishbones.as, you agree to our use of cookies.