COOKIES AND OTHER TECHNICAL INFORMATION

Cookies are small text files that are sent by the websites visited to the device used by the user (usually a browser). They are stored in the relevant browser folder while the user visits a website and are later sent back to this website when the user visits it again.

They are used in order to improve browsing, save user preferences that have already been entered (username, password and other similar information) and determine the interests and preferences of the user, thus allowing the company to manage targeted marketing initiatives or render services related to the Data Controller's activities such as sending newsletters, service notices on the website, etc. Limiting the use of cookies will affect the usability of the website's contents when viewing it. The user can always block them beforehand or delete the cookies from the browser's cache, but these actions could imply incomplete use of the services offered by the web application.

The website **www.arconvert.es** uses the following types of cookies:

Technical cookies
These are cookies that are essential for browsing and using all the website's functions. These cookies do not collect information that allows the user to be identified. If they are deactivated, the usability of the website's contents may be altered, and it may become impossible to use or extremely limited.

Session cookies
These are technical cookies used to remember the user's choices within the website. They are deleted once the user leaves the website. They are strictly limited to transferring session identifiers (consisting of random numbers generated by the server) that are required to enable safe and efficient browsing of the website.

Analytical cookies
The website uses third-party analytical cookies from Google Analytics to analyse visitors' browsing habits and to track their visits. This allows us to provide a high-quality experience, modifying the website according to the pages that the users actually visit. The website www.arconvert.com does not collect information that enables the user to be identified. All the data collected and shared with Google Inc. are anonymised (by removing significant IP address segments of both IpV4 and IpV6 addresses) and they are only used to improve the functioning of the website. In accordance with the regulations, third party anonymised Analytics cookies are the same as technical cookies and do not require an informative notice, informed consent or notification to the Italian Data Protection Authority.

Third-party cookies

When visiting this website, you may receive cookies from websites managed by third parties, some session cookies and others permanent cookies.

A common example is the use of "social plug-ins" for the main social media websites. These are parts of the website visited that are directly integrated into the host's website. In particular, the pages on this website contain plug-ins for Facebook, Twitter, LinkedIn and YouTube in order to improve the user's browsing experience by publishing content on social media.

The management of the information collected by third parties is governed by the corresponding information notices, which must be referred to for any clarification.

The data controller shall not be held liable for the functioning of third-party cookies/plug-ins on the website. However, for the sake of convenience and transparency, the web addresses of the various information notices are provided below. For such purpose, please see:

- **Facebook's** privacy policy, available at the following address: https://www.facebook.com/policies/cookies/;
- **Twitter's** privacy policy, available at the following address: https://twitter.com/en/privacy;
- **LinkedIn's** privacy policy, available at the following address: https://www.linkedin.com/legal/privacy-policy;
- **YouTube**'s privacy policy, available at the following address: https://policies.google.com/privacy?hl=;

The website www.arconvert.com does not use third-party profiling cookies

These are cookies that are used by third parties to track the user's online browsing and create profiles about their interests, habits, choices etc. By using these cookies, advertising messages can be sent to the user's device according to the preferences previously expressed by the user when browsing online.

Browser settings regarding the use of cookies

The user can choose whether or not to authorise the installation of cookies on their device (computer). However, some functions of our website may not be available or operational for the user when the use of cookies is deactivated. The settings for this option can be checked and modified through the configuration parameters of the browser used.

How do I deactivate cookies?

It is possible to change the browser settings to deactivate cookies by following a very simple process.

Firefox
- o Open Firefox.
- o Press the "Alt" key on the keyboard.
- o In the toolbar located at the top of the browser, select "Tools" and then "Options".
- o Then select the "Privacy" tab.
- o Go to "History Settings" and then "Personalised settings". Uncheck "Accept website cookies" and save preferences.

Internet Explorer
- o Open Internet Explorer.

- o Click on the "Tools" icon and then choose "Internet Options".
- o Then click on the "Privacy" tab and move the bar to the Privacy level that you wish to set (upwards to block all cookies; downwards to allow all cookies).
- o Click "Ok".

Google Chrome
- o Open Google Chrome.
- o Click on the "Tools" icon.
- o Select "Settings" and then "Advanced Settings".
- o Select "Content settings" and then the "Privacy" option.
- o Within the "Cookies" option, you can partially or fully block the cookies. By clicking on the "Cookies and website data" tab, you can search and delete specific cookies;
- o Or type chrome://settings/cookies into the navigation bar and click enter.

Safari
- o Open Safari
- o Select "Preferences" in the tool bar, then click the "Security" panel in the next dialogue box.
- o In the section "Accept cookies", it is possible to specify if and when Safari should save the website cookies. For further information, click on the Help button (identified with a question mark).