# Cookies Policy

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Waybook

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# 1 Introduction

## Cookies Policy

This Cookies Policy applies to the Metcor website and explains how we use cookies and similar tracking technologies when you visit our site. It should be read alongside our Privacy Policy, which provides further detail on how we collect and process personal data.

By continuing to use our website, you acknowledge that cookies may be placed on your device in accordance with this policy. Where your consent is required, we will ask for it explicitly before placing any non-essential cookies.

### What Is a Cookie?

A cookie is a small text file that is stored on your device — such as a computer, tablet, or smartphone — when you visit a website. Cookies are widely used by website operators to make their sites work efficiently, to improve user experience, and to provide reporting information.

Cookies set by the website owner (in this case, Metcor) are referred to as **first-party cookies**. Cookies set by parties other than the website owner are referred to as **third-party cookies**. Third-party cookies enable third-party features or functionality to be provided on or through the website, such as analytics, advertising, and interactive content.

### Legal Basis

Metcor operates in accordance with the **UK GDPR**, the **Data Protection Act 2018**, and the **Privacy and Electronic Communications Regulations (PECR)**. Under PECR, we are required to obtain your consent before placing cookies on your device, except where those cookies are strictly necessary for the operation of the website.

We take our obligations under these regulations seriously and are committed to being transparent about our use of cookies and to respecting your preferences at all times.

# 2 Types of Cookies We Use

## Types of Cookies We Use

Metcor uses several categories of cookies on its website. Each category serves a distinct purpose, and your rights regarding each category differ depending on whether the cookies are strictly necessary or optional.

### Strictly Necessary Cookies

These cookies are essential for the website to function and cannot be switched off in our systems. They are typically set in response to actions you take, such as setting your privacy preferences, logging in, or completing a form. Without these cookies, services you have requested cannot be provided.

Strictly necessary cookies do **not** require your consent under PECR, as they are fundamental to the delivery of the service.

### Performance and Analytics Cookies

These cookies allow us to count visits and traffic sources so we can measure and improve the performance of our website. They help us understand which pages are the most and least popular and how visitors move around the site. All information collected by these cookies is aggregated and therefore anonymised.

These cookies are only placed on your device with your consent.

### Functional Cookies

Functional cookies enable the website to provide enhanced functionality and personalisation. They may be set by Metcor or by third-party providers whose services we have added to our pages. If you do not allow these cookies, some or all of these services may not function correctly.

### Targeting and Marketing Cookies

These cookies may be set through our website by our advertising partners. They may be used to build a profile of your interests and show you relevant content or advertisements on other sites. They do not store directly personal information but are based on uniquely identifying your browser and internet device.

> These cookies are entirely optional and will only be placed with your explicit consent.

### Third-Party Cookies

Some pages on our website may include content from third-party services such as embedded maps, video players, or social media features. These third parties may set their own cookies on your device. Metcor does not control these cookies, and you should refer to the relevant third party's cookie or privacy policy for further information.

# 3 Managing Your Cookie Preferences

## Managing Your Cookie Preferences

Metcor is committed to giving you clear and meaningful control over the cookies placed on your device. There are several ways in which you can manage your preferences.

### Cookie Consent Tool

When you first visit our website, you will be presented with a cookie consent banner. This tool allows you to accept or decline non-essential cookies by category. You may update your preferences at any time by accessing the cookie settings option available on our website.

Your preferences will be stored so that you are not asked to make the same choices on every visit. However, if you clear your browser's cookies, your preferences may be reset and you will be prompted again on your next visit.

### Browser Settings

Most web browsers allow you to control cookies through their settings. You can typically configure your browser to:

- Block all cookies
- Block only third-party cookies
- Delete cookies when you close your browser
- Notify you when a cookie is being placed Please note that restricting cookies may impact the functionality of our website. Strictly necessary cookies cannot be disabled via our consent tool, though they may be blocked through your browser settings; however, doing so may prevent certain parts of the website from working correctly. For guidance on managing cookies in your specific browser, refer to the browser's official support documentation.

### Opting Out of Analytics

If you wish to opt out of analytics tracking specifically, you may do so through the cookie consent tool on our website. Some analytics providers also offer their own opt-out mechanisms; where applicable, links to these will be made available in our full cookie inventory.

### Keeping This Policy Up to Date

Metcor reviews this Cookies Policy periodically to ensure it remains accurate and compliant with applicable legislation. Any changes will be published on this page, and where significant, we may notify users directly. We recommend checking this page from time to time to stay informed of any updates.

For any questions regarding our use of cookies, please contact us at the details provided in our Privacy Policy.