



QUESTIONNAIRE TERMS AND CONDITIONS

By submitting your details and answering the questions in the annual Aircraft IT Survey you are eligible to win an iPad. The draw for the iPad will take place at the end of July 2013. The winner will be notified on that day.

The questionnaire results will be published in the next edition of the Aircraft IT Operations eJournal, but your name and personal details will not be listed. **All results will be completely Anonymous** - no personal or company information will be published. *The 'About You' section is so we can identify you for the iPad draw - this section will not be published with the results.*

BECOMING A MEMBER OF AIRCRAFTIT

By filling in the questionnaire you automatically become a member of AircraftIT. Membership entitles you to receive every eJournal, be able to access the back issues, and access to all the interactive areas of the web site, including but not limited to: Private Software Demos, Live Software Webinars, Ask the Expert, Feedback in the eJournals, Ask the author a question. You can unsubscribe at anytime, using the link in the web site.

CUSTOMER PRIVACY POLICY

This Customer Privacy Policy governs the collection and use of personal information relating to potential and existing customers of AircraftIT and its parent company AviationNextGen Ltd. AircraftIT is committed to abiding by this Customer Privacy Policy, as well as the requirements of applicable laws, in the operation of its business. Please read this policy carefully as it explains the kinds of personal information we collect about you and how it is handled.

For the purpose of the Data Protection Act 1998, the data controller is AviationNextGen Ltd. of 30 New Road, Brighton, BN1 1BN.

By your continued use of our services (including our web sites), you consent to the collection and use of your personal information by AircraftIT for the purposes set out in this Customer Privacy Policy.

COLLECTION AND USE OF PERSONAL INFORMATION

We will generally let you know at the time of collection how we intend to use your personal information. Usually, we collect personal information about you which we require to for the provision of goods and services to you. We also process your personal information where we are required to do so by law, and for the exercise or defence of legal claims. Personal information collected from you may include your name, email address, landline or mobile telephone number, as other non sensitive personal information. If you use our web site, we may also collect information about you or your computer when you browse to allow you to use the services available.

WEBSITE USAGE & COOKIES

If you are using our web site, we will use your personal information to help you to log on to your account and into restricted areas of our web sites and to permit future use of the web site. We may use your IP address to help diagnose problems with our server, or to administer our web sites. We

may conduct analyses of user traffic to measure the use of our sites and to improve the content of our web sites and our services. These analyses will be performed through the use of IP addresses and cookies. We may also use cookies to enable the signing in process after you have registered with us and to provide you with more tailored information when you return to our web sites. A cookie is a piece of information that is stored on your computer's hard drive by your web browser. Most browsers accept cookies automatically, but usually you can alter the settings of your browser to prevent automatic acceptance. If you reject the use of cookies please note that the efficient operation of the web site that you are using may be affected. Some of our websites use cookies to track the frequency of your usage and determine your access to those sites, as set out in the terms and conditions of those website. Where such tracking cookies are used you may not be able to access those websites if you reject cookies. Most of the advertisements that you see on the web sites are generated by third parties who may use cookies to track viewing of their advertisements and for other purposes specified in their own privacy policies. We have no access to or control over these cookies (although we may use statistical information provided to us – not containing personal information – arising from these third party cookies to improve the targeting of advertisements to you and other users of the web sites). You can obtain further information about third party privacy policies or disable their cookies by visiting their web sites.

THIRD PARTY

We will not disclose your details to any third parties, although if you take part in our virtual products as laid out below your information will be available to the host IT vendor.

VIRTUAL PRODUCTS

In the case of your use of one of our virtual products e.g. Live Software Webinars, Questionnaire's etc, we may pass the personal information you provided to us to 3rd parties. Generally this will be via a process whereby you, as the user, visit or interact with a 3rd party eg: take part in a live software webinar hosted by an IT Vendor. In these instances our virtual products are sponsored and, in such cases the data you provided to us will be given to the sponsoring IT Vendor.

If you wish to change your contact preferences with an individual exhibitor/sponsor, please follow their own unsubscribe request details. Unsubscribing to the AircraftIT will stop AircraftIT from contacting you in the future, but not the individual 3rd parties whom you have interacted with. We take your contact preferences very seriously. If you would prefer for your details not to be passed to any 3rd parties as laid out in this section, you are advised not to register for the virtual product.

USE OF INTERACTIVE FEATURES AT THE WEB SITE

It is forbidden to promote a product or service whilst using the interactive areas of the AircraftIT website, including but not limited to: asking an author a question or leaving feedback regarding an article in the eJournals. Any members abusing this rule may be banned from the web site.

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EMAIL CAPTURE

AircraftT may from time to time send updates about this product and other relevant AircraftIT products and services, including but not limited to upcoming Webinars, Conferences and latest

eJournals. Your email address will not be given to 3rd parties except where outlined in the privacy policy. By providing your email address you consent to being contacted for direct marketing purposes by AircraftIT.

SECURITY OF PERSONAL INFORMATION

We use administrative, technical, and physical measures to safeguard personal information against loss, theft and unauthorised uses, access or modifications. Certain areas of our web site are password protected. If you are a user of our web site and have a password, you can help to preserve your privacy by ensuring that you do not share your password with anyone else.

We take steps to regularly validate the personal information we hold to ensure that the information is accurate and, where necessary, up to date. Information that is no longer required for any valid business purpose, and that we are not required to keep pursuant to any applicable law, will be routinely destroyed by secure means.

MAKING AUTOMATED DECISIONS

We do not ordinarily use personal information for the purposes of automated decision making. However, may do so in order to fulfill compelling obligations imposed by law, in which case we will inform of any such processing and provide you with an opportunity to object.

ACCESS TO PERSONAL INFORMATION

You may access, renew and update personal information that we hold about you by contacting us as detailed below.

CONTACTING US

If you have any questions about this privacy policy, or no longer wish to receive anything from AircraftIT or have your data made available to 3rd parties, you can email us at ed.haskey@aircraftIT.com.

CHANGES TO PRIVACY POLICY & TERMS AND CONDITIONS

Any changes we may make to our privacy policy and terms and conditions in the future will be posted on this page and, where appropriate, notified to you by e-mail.

Please review our privacy policy on a regular basis to make sure you have read the latest version and you understand what we do with your personal information. Your continued use of our services or our web sites following the posting of changes to these terms means that you consent to those changes.

This version of the privacy policy is effective as of 8th July 2013