



Contents

Document Control	3
What is a cookie	4
Types of Cookies	4
How do we use cookies?	5
Amendments Record	6



Document Control

Morson Reference:	MG/HR/POL/022
Title:	Cookies Policy
Version:	3
Date:	June 2023
Prepared For:	HR
Classification:	INTERNAL

	Name	Signature	Date
Created By	Nicola Hyde	Nicola Hyde	16/06/2023
Checked By:	Chris Hill	Outople fill	16/06/2023
Q/A Approval:	Gareth Morris	Nicola Hyda	16/06/2023
MG Approval:	Ged Mason	Calmane	16/06/2023



What is a cookie

This website uses cookies. A cookie is a piece of information that is stored on a computer's hard drive. It records a user's navigation of a website so that, when the website is revisited, it can present tailored options based on the information stored about the last visit. Cookies can also be used to analyse traffic and for advertising and marketing purposes.

The law states that we can store cookies on your device if they are strictly necessary for the operation of this site. For all other types of cookies, we need your permission. If you want to check or change what types of cookies you accept, this can be altered within your browser settings.

Types of Cookies

Session cookies

These are only stored on your computer during your web session and are automatically deleted when you close your browser. They usually store an anonymous session ID, but they do not collect any information from your computer; or

Persistent cookies

These are stored as a file on your computer and remain there when you close your browser web. The cookie can be read by the website that created it when you visit that website again.

Cookies can also be categorised as follows:

Necessary

These cookies are essential, to enable you to use the website effectively. The website cannot function without these cookies.

Preferences

these enable a website to remember information that changes the way the website behaves or looks, like your preferred language or the region that you are in.



Statistics

These help website owners to understand how visitors interact with websites, by collecting and reporting information anonymously.

Marketing

They can be used to track visitors across the website. The intention is to display advertisements that are relevant and engaging for the individual user and thereby, more valuable for publishers and third-party advertisers.

How do we use cookies?

We use cookies to do the following:

- to track whether you have been to the website before.
- to track your use of the website.

The benefits of this are:

- You can browse the site faster and more easily.
- We can understand how you use our website. This tells us what you're interested in and helps us improve the site.

A list of cookies we use and why we use them are available upon request from our marketing department.



Amendments Record

Issue No	Issued by	Issue Amendments	Date
1	Phil Beardwood	First Issue	June 2018
		No Amendments	August 2019
2	Joseph Mason	Rebrand	August 2020
	Joshua Stodel	Reviewed - No change	June 2022
3	Nicola Hyde	Changed checker approver from PB to CH	June 2023