

## **COOKIE POLICY:**

### **What Are Cookies**

As is common practice with almost all professional websites this site uses cookies which are tiny files that are downloaded to your computer to improve your experience. This page describes what information they gather, how we use it and why we sometimes need to store these cookies. We will also share how you can prevent these cookies from being stored. However, this may downgrade or 'break' certain elements of the site's functionality.

For more general information on cookies see the Wikipedia article on HTTP Cookies.

### **How We Use Cookies**

We use cookies for a variety of reasons detailed below. Unfortunately, in most cases there are no industry standard options for disabling cookies without completely disabling the functionality and features they add to this site. It is recommended that you leave on all cookies if you are not sure whether you need them or not, in case they are used to provide a service that you use.

### **Disabling Cookies**

You can prevent the setting of cookies by adjusting the settings on your browser (see your browser 'Help' for how to do this). Be aware that disabling cookies will affect the functionality of this and many other websites that you visit. Therefore, it is recommended that you do not disable cookies.

### **The Cookies We Set**

We use cookies when you visit our site so that your computer can remember this fact and save small files about the website. This prevents your computer from having to reload all the information every single time you visit the site. These cookies are typically removed or cleared when you log out to ensure that you can only access restricted features and areas when logged in.

When you submit data through a form cookies may be set to remember your user details for future correspondence.

### **Third Party Cookies**

In some special cases we also use cookies provided by trusted third parties. The following section details which third party cookies you might encounter through this site.

This site uses Google Analytics which is one of the most widespread and trusted analytics solutions on the web for helping us to understand how you use the site and ways that we can improve your experience. These cookies may track things such as how long you spend on the site and the pages that you visit so we can continue to produce engaging content.

For more information on Google Analytics cookies, see the official Google Analytics page.

From time to time we test new features and make subtle changes to the way that the site is delivered. When we are still testing new features these cookies may be used to ensure that you receive a consistent experience whilst on the site, while ensuring we understand which optimisations our users appreciate the most.

### **More Information**

Hopefully this explanation has clarified any concerns you may have but if you are still unsure whether you need to leave the cookies enabled or not, it is usually safer to leave them enabled in case it does interact with one of the features you will use on the site. If you require further information please contact us.

Contact details are provided below:

Email: [gpaenquiries@port.gov.gi](mailto:gpaenquiries@port.gov.gi) or [gdpr@port.gov.gi](mailto:gdpr@port.gov.gi)

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