



Privacy Policy

1. Statement of Commitment

Lencom is committed to protecting the privacy of its employees and customers. This Privacy Policy explains how we collect, use, disclose, and safeguard personal information.

2. Information that may be Collected

Lencom may collect the following types of information:

- Personal Information: Name, email address, phone number, and other contact information.
- Usage Data: Information about how an individual interacts with our website or services, such as pages visited, features used, and time spent on our site.
- Device Information: Information about the devices used to access any of our IT environments, such as IP address, browser type, operating system, and device identifiers.

This information is collected through various methods, including:

- Direct input: Where information is voluntarily provided to us through the website contact form.
- Automatically: Through the use of cookies, web beacons, and other tracking technologies.

3. How Personal Information is Used

Lencom uses personal information for the following purposes:

- Communicating with you in response to a direct query.
- Analysing usage data on our website.

Lencom does not send promotional or informational communications other than on direct request.

This information is not shared with any parties external to Lencom unless such information is required by law.



4. Contact Us

If you have any questions or concerns about this Privacy Policy or our privacy practices, please contact us at:

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Revision History		Effective Date	Approval
01	Initial	01 November 2024	