# **CCS Cookie Policy**

### **CCS** and Cookies

Our websites and mobile sites use cookies to give you the best online experience. By using our website and agreeing to this policy, you consent to our use of cookies in accordance with the terms of this policy.

### What are cookies?

Cookies are short pieces of data that are sent to your computer when you visit a website. On future visits, this data is then returned to that website to help identify you and your site preferences.

## Why do I need to enable cookies?

Cookies allow us to recognize you automatically whenever you visit our site so that we can personalize your experience and provide you with better service.

If your web browser is set to block cookies from our website, you will not be able to take advantage of certain features of our website. As a result, we strongly encourage you to configure your web browser to accept cookies from our website. To learn more about the information we collect from you and how we use it, please read our Privacy Policy.

## Is enabling cookies safe?

Yes. Cookies are just small pieces of data which cannot perform any operation by themselves.

## How do I change my browser settings to accept cookies?

The Help portion of the toolbar on most browsers will tell you how to set your browser to accept new cookies, how to have the browser notify you when you receive a new cookie, or how to disable cookies altogether.

# What types of cookies does CCS use?

We use the following categories of cookies:

### **Category 1: Necessary cookies**

Necessary cookies enable you to use our websites and all their features. Without these cookies, you may not be able to use all the features of our websites.

### **Category 2: Performance cookies**

Performance cookies collect information about how you use our websites so we can improve them for you in future. For example, they collect information on which pages you visit most often and any error messages you may get. The information collected by these cookies is anonymous. They do not collect any information that can identify you personally.

• **Google Analytics (universal):** we are using Google Universal Analytics to monitor our website performances and check visitor activities to adapt our content based on their expectations

### **Category 3: Functionality cookies**

Functionality cookies enable us to provide you with a more personalized experience. They help us to remember data, such as your language preference, to save you having to enter them again the next time you visit. The information these cookies collect is anonymous. They cannot track your browsing activity on other websites.

### **Category 4: Social media cookies**

CCS websites use third-party cookies from social media sites such as Facebook, Instagram, Twitter and LinkedIn to enable in-depth campaign reporting and to track social network users when they visit our websites, by using a tagging mechanism provided by those social networks. These cookies can also be used for event tracking and remarketing purposes. Any data collected with these tags will be used in accordance with the CCS privacy policy and with the social network's privacy policies. CCS websites will not collect or store any personally identifiable information from the user.

- **Facebook:** we use Facebook tracking to measure social media campaign efficiency related to the Facebook platform
- **Instagram:** we use Instagram tracking to measure social media campaign efficiency related to the Instagram platform
- LinkedIn: we use LinkedIn tracking to measure social media campaign efficiency related to the LinkedIn platform
- **Twitter:** we use Twitter tracking to measure social media campaign efficiency related to the twitter platform

Details of how you can opt out of accepting these cookies are found in the following links:

- Facebook
- Instagram
- Linkedin
- Twitter

## I need further help or have comments about CCS.ca

Please contact our CCS Privacy Officers Andrea Lee or Jody McCombe at privacy@ccs.ca