# **Privacy Policy – GDPR**

# Introduction

PD Industries Ltd. and all of its subsidiaries (PDI) understands that the lawful and correct treatment of personal information is very important to our successful operation and to maintaining confidence between us and those with whom we carry out business. To this end we fully endorse and adhere to the principles of the General Data Protection Regulation (GDPR).

This Privacy Policy is designed to explain how we use any personal information we collect about you either when you use our web site or provide information directly.

# What Information Do We Collect

We collect information when you become a customer and complete our customer application form; or a supplier when providing bank details and contact information. We will only us this information internally for financial and operational purposes to enable us to manage your account with us and to provide you with information that you request from us relating to our products.

We also collect information about your use of our site through the use of cookies. PD Industries Ltd. may use "cookie technology" to obtain non-personal information from the visitors to our website. You can set your browser not to accept cookies, however in a few cases some of our website features may not function as a result. We do not extract personal information in this process nor do we provide information to third parties.

# Do We Share The Information

We will only share your data with other parties to enable us to perform the duties for which you have engaged us. Our use of the data provided by you will be processed for legitimate business reasons only.

# How Do We Store Your Data

All customer and supplier data is stored on our private and secure servers and facilities located in Canada. As part of our ongoing Disaster Recovery Procedure, data is also replicated to another private secure facility within the same province for Disaster and Recovery purposes. Access controls to servers are restricted by authentication accounts and physical access is only granted to individuals in the IT dept.

Data is backup nightly and stored offsite in a secure remote location. Backups are retained for specified amounts of time in accordance with standard financial practices.

If you become a customer or supplier to PD Industries Ltd., we will securely store your details for as long as you remain a customer of or supplier to the company.

#### Your Rights to Access Your Information

We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information that is inaccurate, and the right to be forgotten by us. You have the right to request a copy of the information that we hold about you. If you would like a copy of some, or all, of your personal information, please contact us in writing at: privacy@pdindustriesltd.com

#### **Other Websites**

PD Industries Ltd.'s website may contain links to websites external to PDI. In the event that you link to another website from PDI, you should be aware that another website may not have the same privacy policy as PD Industries Ltd. As PDI's privacy policy only applies to PDI's website, it's your responsibility to ensure you read their privacy policy.

#### **Changes to Our Privacy Policy**

We keep our privacy policy under regular review and we will place any updates on this web page.

#### How to Contact Us

Please contact us at Email: <u>privacy@pdindustriesltd.com</u> if you have any questions or concerns. Attention: GDPR Compliance Team