

## **Meshtec Privacy Policy**

This policy covers Meshtec International Co., Ltd. / Majestec's use of personal information that we collect when you use our affiliated website(s). The policy also gives you information about cookies; use of cookies; and how you may reject such cookies. This policy also explains:

- What kind of personal information we collect and how it is collected;
- How Meshtec International Co., Ltd. / Majestec uses the information you provide;
- 'Cookies';
- Disclosure;
- How Meshtec International Co., Ltd. / Majestec treats sensitive information;
- Management and security of personal information;
- Updating personal information;
- Seeking access to the personal information Meshtec International Co., Ltd. / Majestec may hold about you; and
- How to contact Meshtec International Co., Ltd. / Majestec.

Meshtec International Co., Ltd. / Majestec may, from time to time, review and update this Privacy Policy statement to take account of new laws and technology and changes to our operations. All personal information held by Meshtec International Co., Ltd. / Majestec will be governed by its most recent policy, posted on our affiliated websites.

### ***What kind of personal information we collect and how it is collected***

From time to time, you will be asked to submit personal information about yourself (e.g. name and email address) in order to receive information or use our services on our website(s) or to access our online database(s) or ordering systems. By entering your details in the fields requested, you enable us to provide you with the services you select. Whenever you provide such personal information, we will treat that information in accordance with this Policy. When using your personal information we will act in accordance with any current legislation and aim to meet current Internet best practice.

In general, the personal information Meshtec International Co., Ltd. / Majestec collects includes, but is not limited to, name, address, contact details, gender, occupation, in some cases membership of professional associations and, where relevant, financial information, including credit card information, banking details and income information.

**Personal Information you provide:** We store the personal information you enter on our affiliated website(s) or give to us in other ways. You may provide information when you request or acquire a product or service from us, provide a product or service to us, or when you communicate with Meshtec International Co., Ltd. / Majestec by e-mail, telephone or in writing (for example if you contact our customer service and sales departments or provide feedback).

**Indirect collection:** Meshtec International Co., Ltd. / Majestec endeavours to collect personal information about an individual only from that individual. In some circumstances we may obtain personal information from a third party. If you provide personal information about another person to us, we require that you inform that person you have done so and provide them with a copy of this Policy.

### ***How Meshtec International Co., Ltd. / Majestec uses the information you provide***

We may use information we collect from you for the primary purpose for which it is collected and for such other secondary purposes that are related to the primary purpose of collection. Meshtec International Co., Ltd. / Majestec generally uses personal information to:

- provide you with products or services you have requested;
- personalise and customise your experiences on our affiliated website(s);
- help us manage and enhance our services;
- communicate with you; or
- provide you with ongoing information about opportunities in which we believe you may be interested.

In most cases where we ask you to provide information about yourself, if you do not provide us with that information, we will not be able to provide you with the requested product or service.

### ***Cookies***

During the course of any visit to our affiliated website(s), the pages you see, along with a short text file called a 'cookie', are downloaded to your computer. Many websites do this, because cookies enable website publishers to do useful things like find out whether the computer (and probably its user) has visited the website before. This is done on a repeat visit by checking to see, and finding, the cookie left there on the last visit.

Information supplied by cookies can help us to provide you with a better online user experience and assist us to analyse the profile of our visitors. For example cookies may be used to automatically populate your username and password logins to our site(s) instead of having to manually enter these.

You may change your computers settings to either accept all cookies, notify when a cookie is issued, or not to receive cookies at any time. The last of these, of course, means that certain personalised services cannot then be provided to that user and accordingly you may not be able to take full advantage of all of the features. Each browser is different, so check the "Help" menu of your browser to learn how to change your cookie preferences.

### ***Disclosure***

We may, from time to time, also provide your information to:

- third parties engaged by us to perform functions on our behalf, such as processing credit card information, mailouts, debt collection, marketing, research and advertising and;
- third parties authorised by you to receive information held by us.

### ***How Meshtec International Co., Ltd. / Majestec treats sensitive information***

"Sensitive Information" means information relating to a person's racial or ethnic origin, membership of political bodies, religion, membership of a trade union or professional or trade association, sexual preferences, criminal record and health. We may use and disclose Sensitive Information only for the purpose for which it was provided or a directly related secondary purpose or as allowed by law unless you have agreed otherwise.

### **Management and security of personal information**

We have appointed a 'Data Controller' to oversee the management of personal information in accordance with this Policy.

We protect the personal information we hold from misuse, loss, unauthorised access, modification or disclosure by various means including firewalls, password access, secure servers and encryption.

### **Updating personal information**

We endeavour to ensure that the personal information we hold is accurate, complete and up-to-date. You can update your information at any time by contacting us and requesting us to do so.

Where personal information is no longer required by us, it will be destroyed, de-identified or suppressed.

**Seeking access to the personal information Meshtec International Co., Ltd. / Majestec holds about you**

You have the right to request a copy of the personal information that we hold about you and to have any inaccuracies corrected. Please address requests to the Data Controller, via email at:

[IT@meshtec.com](mailto:IT@meshtec.com)