

# U.S. PRIVACY NOTICE

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## About this Document

**ALPEK POLYESTER** and its affiliates and subsidiaries (“**Alpek Polyester**,” “**we**,” or “**us**”), operate and maintain [www.alpekpolyester.com](http://www.alpekpolyester.com) and any other website that links to this Privacy Notice (the “**website**”). This Privacy Notice describes how we collect personal information from you, how we use your personal information, and who we share it with.

It is important that you read this Privacy Notice together with any other statements or fair processing notices we may provide on specific occasions when we collect or process personal data so that you are fully aware of how and why we are using your data.

We encourage you to revisit this Privacy Notice as we may update it from time to time, with or without notice to you. If you do not agree with the terms set forth in this Privacy Notice, please do not use the website.

## 1. Information We Collect about You

In the preceding twelve (12) months, the (i) categories of personal information collected; (ii) sources from which we collect that personal information; (iii) purpose for which the personal information is collected; and (iv) third parties the personal information is disclosed to.

- Identifiers, such as name, postal address, unique personal identifier, online identifier, Internet Protocol address, email address, account name, title, Social Security number, driver’s license number, passport number, or other similar identifiers.
  - Source: We collect this information from you or your employer.
  - Purpose: We use this information to perform the services and for security and integrity purposes
  - Disclosed to Service Providers:
- Personal information categories listed in the California Customer Records statute (Cal. Civ. Code § 1798.80(e)): A name, signature, Social Security number, physical characteristics or description, address, or telephone number. Some personal information included in this category may overlap with other categories.
  - Source: We collect this information from you or your employer.
  - Purpose: We use this information to perform the services.
  - Disclosed to Service Providers:
- Commercial information. Records of products or services purchased, obtained, or considered, or other purchasing or consuming histories or tendencies.
  - Source: We collect this information from you or your employer.
  - Purpose: We use this information to perform the services.
  - Disclosed to Service Providers:
- Internet or other similar network activity. Browsing history, search history, information on a consumer’s interaction with a website, application, or advertisement.
  - Source: We collect this information from you or your employer.
  - Purpose: We use this information to perform the services.
  - Disclosed to Service Providers:

## 2. How Do We Collect Your Data?

We collect data from you from the following sources:

- Information you provide to us via direct interactions;
- Information you provide to us including via our website, telephone or in writing;
- Information we generate through our observation of interactions with you; or
- Information your employer or others provide to us about you (for example, for the purpose of performing a contract).

## 3. How and Why Do We Use Your Data?

We will usually only process your personal data where you have given your consent or where the processing is necessary:

- To comply with our legal obligations;
- At your request to consider entering into a contract with you;
- To fulfill a contract with you; or
- To pursue our legitimate interests (or those of a third party in operating our business effectively).

We use data we collect about you to help us make more informed decisions about you and our relationship/potential relationship with you to help us to operate our business efficiently. This may involve (but is not limited to) the following activities:

- Carrying out our obligations arising from any contracts entered between you or the organization you work for and us;
- Providing you with information that you request from us or which we may feel may interest you, where you have consented to be contacted for such purposes;
- Assessing your suitability of the organization you work for, to provide services to us;
- Managing and improving the content of our website so that it is presented in the most effective manner;
- Managing our corporate social responsibility relationships (and company publications such as newsletters, etc.) for public relations purposes;
- Notifying you about changes to our business; and
- Contacting you with regard to general dealings between us.

#### **4. How We Share Your Personal Information?**

We may share personal information we collect from you with third parties listed below and for the following reasons:

- With service providers to provide you with the service you have requested and to operate our website;
- To comply with the law or to protect our or others' rights, property, or safety;
- To a buyer or other successor in the event of a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of our assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which personal information held by us about our website's users is among the assets transferred;
- With our affiliates, agents, business partners, or other third parties for lawful purposes and/or in an aggregated or anonymized format that does not identify you;
- For any other purpose disclosed by us when you provide the information; and
- With your consent.

#### **5. IP Addresses and Cookies**

We may collect information about your computer, including your IP address, operating system, and browser type. This is statistical data about our users' browsing actions and patterns and does not identify any individual.

Our site uses cookies. A cookie is a small file of letters and numbers that we put on your computer. These allow us to distinguish you from other users of our site. This helps us to provide you with a good experience when you browse our site, to improve our site, and to deliver a better service; for example, ensuring that users are finding what they are looking for easily.

There are different categories of cookies. We use Google Analytics, which are "analytical" type cookies. We use them to enable us:

- To recognize and count the number of visitors and to understand how visitors move around our site;
- To store information about your preferences and to allow us to customize our site according to your individual interests;
- To speed up your searches; and
- To recognize you when you return to our site.

You may refuse to accept (or in other words, delete) cookies by activating the setting on your browser which allows you to refuse the setting of cookies. However, if you select this setting, you may be unable to access certain parts of our website. For more information on disabling cookies and more information on cookies generally, see <http://www.allaboutcookies.org/>.

#### **6. Do-Not-Track Signals; Third-Party Tracking**

Unless your browser settings are configured to make your online activities and information about your online activities (such as traffic data as described above) invisible to usage analytics tools, we do not presently have the capability to omit you from usage analytics to the extent your browser only sends us a “do not track” message and does not otherwise screen you from tracking without any action on our part. To learn more about browser tracking signals and “Do Not Track,” please visit <http://allaboutdnt.org>. Please note that we cannot control third-party tracking and there may be some third-party tracking that occurs without our knowledge or consent.

## **7. Retention of Personal Information**

We retain personal information as reasonably necessary for us to continue to provide you the products and services you request. Certain categories of personal information may be reasonably necessary to retain for longer than others. When it is no longer reasonably necessary to retain personal information, we will delete, anonymize, and/or aggregate personal information so that it no longer identifies you.

## **8. Links to Other Web Sites**

This website may contain links to websites operated by third-party service providers, our affiliates, and other third parties. This Privacy Notice does not apply to personal information collected on any of these third-party web sites. When you access third-party web sites through a link on this site, please review the privacy policy posted on that site for information about that third party’s data practices.

## **9. Data Security**

While we attempt to implement reasonable security measures to protect your personal information, the transmission of information via the internet is never completely secure. We cannot guarantee the security of your personal information transmitted to our website. Any transmission of personal information is at your own risk.

## **10. Children**

Our website and services are not directed nor targeted to children under the age of 18. We do not use our website or services to knowingly solicit personal information from, or market to, children under the age of 18. If you are under the age of 18, do not provide us with any personal information. If we learn that someone under 18 has provided personal information through our website or one of our services, we will use reasonable efforts to remove such personal information from our databases.

## **11. Changes to Our Privacy Notice**

It is our policy to post any changes we make to our Privacy Notice. If we make material changes to how we treat our users’ personal information, we will notify you through a notice on the website’s home page. The date the Privacy Notice was last revised is identified at the top of the page. You are responsible for ensuring we have an up-to-date active and deliverable email address for you, and for periodically visiting our website to check for any changes to this Privacy Notice.

## **12. California Rights and Choices**

The California Consumer Privacy Act of 2018 (CCPA) as amended by the California Privacy Rights Act of 2020 (CPRA) (collectively, the CCPA), and any terms defined in the CCPA have the same meaning when used in this Privacy Notice. The CCPA provides consumers (California residents) with specific rights regarding their personal information. This section describes your CCPA rights and explains how to exercise those rights.

### *Right to Know and Data Portability*

You have the right to request that we disclose certain information to you about our collection and use of your personal information over the past 12 months (the “right to know”). Once we receive your request and confirm your identity, we will disclose to you:

- The categories of personal information we collected about you.
- The categories of sources for the personal information we collected about you.
- Our business or commercial purpose for collecting or selling that personal information.
- The categories of third parties with whom we share that personal information.
- If we sold or disclosed your personal information for a business purpose, two separate lists disclosing:
  - sales, identifying the personal information categories that each category of recipient purchased; and

- disclosures for a business purpose, identifying the personal information categories that each category of recipient obtained.
- The specific pieces of personal information we collected about you (also called a data portability request).

### *Right to Delete*

You have the right to request that we delete any of your personal information that we collected from you and retained, subject to certain exceptions (the “right to delete”). Once we receive your request and confirm your identity, we will review your request to see if an exception allowing us to retain the information applies. We may deny your deletion request if retaining the information is necessary for us or our service provider(s) to:

- Complete the transaction for which we collected the personal information, provide a good or service that you requested, take actions reasonably anticipated within the context of our ongoing business relationship with you, fulfill the terms of a written warranty or product recall conducted in accordance with federal law, or otherwise perform our contract with you.
- Detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity, or prosecute those responsible for such activities.
- Debug products to identify and repair errors that impair existing intended functionality.
- Exercise free speech, ensure the right of another consumer to exercise their free speech rights, or exercise another right provided for by law.
- Comply with the California Electronic Communications Privacy Act (Cal. Penal Code § 1546 et seq.).
- Engage in public or peer-reviewed scientific, historical, or statistical research in the public interest that adheres to all other applicable ethics and privacy laws, when the information’s deletion may likely render impossible or seriously impair the research’s achievement, if you previously provided informed consent.
- Enable solely internal uses that are reasonably aligned with consumer expectations based on your relationship with us.
- Comply with a legal obligation.
- Make other internal and lawful uses of that information that are compatible with the context in which you provided it.
- We will delete or deidentify personal information not subject to one of these exceptions from our records and will direct our service providers to take similar action.

### *Exercising Your Rights to Correct, Know or Delete*

To exercise your rights to correct, know or delete described above, please submit a request by emailing us at [communications.us@alpekpolyester.com](mailto:communications.us@alpekpolyester.com)

Only you, or a natural person or a business entity registered with the Secretary of State to conduct business in California that you have authorized to act on your behalf, may make a verifiable consumer request related to your personal information. You may make a verifiable consumer request on behalf of your minor child.

You may only submit a request to know twice within a 12-month period. Your request to know or delete must:

- Provide sufficient information that allows us to reasonably verify you are the person about whom we collected personal information or an authorized representative.
- Describe your request with sufficient detail that allows us to properly understand, evaluate, and respond to it.

We cannot respond to your request or provide you with personal information if we cannot verify your identity or authority to make the request and confirm the personal information relates to you.

We will only use personal information provided in the request to verify the requestor’s identity or authority to make it.

### *Authorized Agents*

If you use an authorized agent, you may provide a power of attorney executed pursuant to California Probate Code Sections 4000 to 4465. If a power of attorney that meets those provisions is not submitted, you will be required to provide the authorized agent signed permission to submit a request, verify your identity directly with us, and directly confirm with us that you provided the authorized agent permission to submit the request. If you’re an authorized agent making a request, you need to submit the following to the email address below in our contact information:

- email a copy of a power of attorney provided to you by the consumer pursuant to California Probate Code Sections 4000 to 4465; or
- email proof of signed permission along with a copy of your ID and have the consumer directly confirm with us that they provided you permission to submit the request by sending an email.

#### *Response Timing and Format*

We will respond to a verifiable consumer request within forty-five (45) days of its receipt. If we require more time (up to another 45 days), we will inform you of the reason and extension period in writing.

If you have an account with us, we will deliver our written response to that account. If you do not have an account with us, we will deliver our written response by mail or electronically.

Any disclosures we provide will only cover the 12-month period preceding our receipt of your request. The response we provide will also explain the reasons we cannot comply with a request, if applicable. For data portability requests, we will select a format to provide your personal information that is readily useable and should allow you to transmit the information from one entity to another entity without hindrance.

We do not charge a fee to process or respond to your verifiable consumer request unless it is excessive, repetitive, or manifestly unfounded. If we determine that the request warrants a fee, we will tell you why we made that decision and provide you with a cost estimate before completing your request.

#### *Non-Discrimination*

We will not discriminate against you for exercising any of your CCPA rights.

### **13. Shine the Light**

California Civil Code Section 1798.83 permits California residents who are our customers to request certain information regarding our disclosure of their personal information (if any) to third parties for their direct marketing purposes. If applicable, this information would include a list of the categories of personal information that was shared and the names and addresses of all third parties with which we shared information in the immediately preceding calendar year. To make such a request, please contact us using our contact information listed in “*Exercising Your Rights to Know or Delete*”.

### **14. Contacting Us**

If you have any questions about this Privacy Notice including any requests to exercise your data privacy rights, please contact:

**Email: [communications.us@alpekpolyester.com](mailto:communications.us@alpekpolyester.com)**

**Toll Free Number: 1-877-432-2766**