

# Privacy Policy

This privacy policy has been compiled to better serve those who are concerned with how their 'Personally identifiable information' (PII) is being used online. PII, as used in US privacy law and information security, is information that can be used on its own or with other information to identify, contact, or locate a single person, or to identify an individual in context. Please read our privacy policy carefully to get a clear understanding of how we collect, use, protect or otherwise handle your Personally Identifiable Information in accordance with our website.

## **What personal information do we collect from the people that visit our website or app?**

When registering on our site, as appropriate, you may be asked to enter your name, email address, mailing address, phone number, and cell provider.

## **When do we collect information?**

We collect information from you when you register on our site or upload files.

## **How do we use your information?**

We may use the information we collect from you when you register or use certain other site features in the following ways:

- To provide correct access to files that you are authorized to access
- To identify the files that you uploaded
- To contact you to resolve an issue

## **How do we protect visitor information?**

Our website is scanned on a regular basis for security holes and known vulnerabilities in order to make your visit to our site as safe as possible.

## **Do we use "cookies"?**

Yes. Cookies are small files that a site or its service provider transfers to your computer's hard drive through your Web browser (if you allow) that enables the site's or service provider's systems to recognize your browser and capture and remember certain information such as certain filter settings.

## **We use cookies to:**

- Understand and save user's preferences for future visits.

You can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies. You do this through your browser (like Internet Explorer) settings. Each browser is a little different, so look at your browser's Help menu to learn the correct way to modify your cookies. If you disable cookies, the site may not function as expected.

### **Third Party Disclosure**

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information.

### **California Online Privacy Protection Act**

CalOPPA is the first state law in the nation to require commercial websites and online services to post a privacy policy. The law's reach stretches well beyond California to require a person or company in the United States (and conceivably the world) that operates websites collecting personally identifiable information from California consumers to post a conspicuous privacy policy on its website stating exactly the information being collected and those individuals with whom it is being shared, and to comply with this policy. - See more at: <http://consumercal.org/california-online-privacy-protection-actcaloppa/#sthash.0FdRbT51.dpuf>

### **According to CalOPPA we agree to the following:**

- Users can visit our site anonymously.
- Once this privacy policy is created, we will add a link to it on our home page, or as a minimum on the first significant page after entering our website.
- Our Privacy Policy link includes the word 'Privacy' and can be easily be found on the page specified above.

Users will be notified of any privacy policy changes:

- Via Email

Users are able to change their personal information:

- By emailing us

### **How does our site handle do not track signals?**

Our site does no tracking.

### **Does our site allow third party behavioral tracking?**

Our site does not allow third party behavioral tracking.

### **COPPA (Children Online Privacy Protection Act)**

When it comes to the collection of personal information from children under 13, the Children's Online Privacy Protection Act (COPPA) puts parents in control. The Federal Trade Commission, the nation's consumer protection agency, enforces the COPPA Rule, which spells out what operators of websites and online services must do to protect children's privacy and safety

online. The site is for employees of energy companies, and companies that provide service to the energy companies. Access by minors is not an issue.

## **Fair Information Practices**

The Fair Information Practices Principles form the backbone of privacy law in the United States and the concepts they include have played a significant role in the development of data protection laws around the globe. Understanding the Fair Information Practice Principles and how they should be implemented is critical to comply with the various privacy laws that protect personal information.

### **In order to be in line with Fair Information Practices we will take the following responsive action, should a data breach occur:**

We will notify the users via email within a reasonable time. We also agree to the individual redress principle, which requires that individuals have a right to pursue legally enforceable rights against data collectors and processors who fail to adhere to the law. This principle requires not only that individuals have enforceable rights against data users, but also that individuals have recourse to courts or a government agency to investigate and/or prosecute non-compliance by data processors.

## **CAN SPAM Act**

The CAN-SPAM Act is a law that sets the rules for commercial email, establishes requirements for commercial messages, gives recipients the right to have emails stopped from being sent to them, and spells out tough penalties for violations.

### **We collect your email address in order to:**

- Send information, respond to inquiries, and/or other requests or questions.
- Deliver reports and alerts according to users' preferences within the system.

### **To be in accordance with CANSPAM we agree to the following:**

- NOT use false, or misleading subjects or email addresses
- Identify the message as an advertisement in some reasonable way
- Include the physical address of our business or site headquarters
- Monitor third party email marketing services for compliance, if one is used
- Honor opt-out/unsubscribe requests quickly
- Allow users to unsubscribe by using the link at the bottom of each email

### **If at any time you would like to unsubscribe from receiving future emails, you can**

Email us at [ops@welldrive.com](mailto:ops@welldrive.com) and we will promptly remove you from ALL correspondence.

## **Personal Information Collected**

List of all personal information collected:

1. Name
2. Address
3. Telephone Number
4. Email Address

## **Contacting Us**

If there are any questions regarding this privacy policy you may contact us using the information below.

WellDrive, LLC

PO Box 3107

Bellaire, TX 77402-3107

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