

# RESCA



## Privacy Policy

Policies, guidelines, procedures, processes

July 2024

# 1 Overview

At Pesca, privacy is important. Pesca recognizes the importance of protecting personal information - any information about an individual that can directly or indirectly be used to identify that person.

Pesca wants to be transparent about our policies and procedures for collecting, using, disclosing and protecting information, about how we obtain informed consent, about who has access to personal information, and about whom we can contact about protecting your personal information.

# 2 Definitions

“Personal information” is information about an identifiable individual or information that allows a specific individual to be identified. It may include, but is not limited to:

- Your name;
- Your mailing address;
- Your e-mail address
- Your telephone number
- Credit information;
- Billing records;
- Service information.

As a general rule, personal information does not include business contact information or other exceptions created by law.

# 3 Purpose

This Privacy Policy describes the measures applied by Pesca to ensure the protection of the personal information that the company collects, uses, discloses, processes and retains in connection with the operation of its website (pescaenv.com) and its day-to-day business activities.

This policy is defined and intended to comply with the law, more specifically with the provisions of the *Loi sur la protection des renseignements personnels dans le secteur privé*.

# 4 Scope

This privacy policy applies to clients, employees and authorized users of Pesca Environment and its subsidiaries.

## 5 Personal Data Collected

For the purpose of this policy, Pesca's collection of personal information includes only that which is necessary for the purposes of its activities. This includes information relating to your identity, such as your name, address, e-mail address, telephone number, company name, demographic information and information relating to your use of the website.

## 6 Consent

Pesca collects, uses and discloses personal information for the purposes identified at the time of collection, such as when an individual attempts to contact us via e-mail or telephone.

Examples of purposes for which Pesca collects personal information include, but are not limited to, the following:

- To manage requests for products and services;
- To personalize and adapt the browsing experience on the company's website;
- Evaluate a job application for a position identified in the Careers section;
- Produce a quote establishing a customization of products and services required;
- Meet regulatory and legal obligations;
- Confirm the identity of individuals, verify the accuracy of personal information and update it;

By using the website, you consent to the collection, use and retention of the personal information listed in this policy.

## 7 Collection of Personal Data

Pesca collects personal information in the following ways:

1. Directly from you  
Most of the personal information that is collected is that which is provided directly, when making specific requests for products and services and/or applying for available positions.
2. Through the Company's website
3. Pesca may also collect information about visitors to the website or through the online services portal, including the identifier of the computer equipment used (IP address). This collection is done through the use of cookies. Pesca uses cookies for purely necessary, analytical and functional purposes. No profiling or geolocation data is collected. Where required, Pesca will seek consent before collecting information.

## 8 Access to Personal Information

Personal information may be accessed by Pesca employees who reasonably require access to it in order to fulfill the purposes set out in this policy. All personal information stored on Pesca's servers is secured and accessible only to those employees who have a right to access it in the course of their duties. The principle of least privilege is followed in granting access to personal information, according to the user's role and responsibilities.

Third parties (partners and suppliers) may also have access to personal information collected for the purposes set out in this policy. They will not be able to access personal information beyond what is reasonably necessary to fulfill the given purpose.

Pesca will not sell or share personal information with other third parties except in the following cases:

- Required by law;
- It is required for any legal proceedings;
- It is necessary to prove or protect legal rights;
- As part of a business transaction, to potential buyers if the company is to change hands.

## 9 Personal Information Storage

The servers containing personal information are located in Canada. It is possible, however, that the communication of personal information to certain technology solution providers may involve the transfer of such information outside Canada. In such cases, Pesca will first validate the privacy laws and practices applicable in the relevant jurisdiction and ensure that your personal information is adequately protected.

## 10 Retention and Destruction of Personal Information

Personal information collected by Pesca will not be retained beyond what is necessary to fulfill the purposes for which it is collected. Notwithstanding the foregoing, Pesca will retain your personal information when such retention is required to comply with applicable legal obligations. Personal information that is no longer necessary or useful for the purposes for which it was collected, or whose retention is no longer required by law, will be destroyed, erased or made anonymous.

## 11 Protection of Personal Information within the Company

Pesca has implemented physical, organizational, contractual and technological security measures to adequately protect personal information from theft, loss, unauthorized access, transfer, copying or alteration.

Pesca employees are bound by confidentiality agreements. Information security and privacy training and awareness are provided to Pesca employees as required. IT systems comply with industry-recommended security frameworks and protocols.

## 12 Website User Rights

As a person whose personal information has been collected by Pesca, you may exercise the following rights:

### Right to access, correct or complete your personal information

Pesca makes reasonable efforts to ensure that the personal information it collects is accurate and complete for the purposes for which it is to be used. You may access your personal information, verify its accuracy and amend it if necessary, subject to exceptions provided by law. Your request for access or rectification must be sent to the Privacy Officer at the contact information provided in section 14 and will be processed no later than thirty (30) days following the date of receipt of your written request.

### Right to withdraw your consent

You may withdraw your consent for your personal information to be used by Pesca for purposes that are not essential to the management and administration of its products and services. It will generally not be possible to withdraw your consent to the use of your personal information for a purpose relating to the management and administration of the products and services without terminating your contract. Any request for withdrawal of consent must be communicated to the Privacy Officer, whose contact details can be found in section 14.

### Right to lodge a complaint

Any questions about your personal information or complaints regarding non-compliance with the principles set out in this policy should be directed to the Privacy Officer, whose contact information is provided in section 14.

## 13 Policy Update

This policy may be amended from time to time to maintain compliance with the law and to reflect any changes to the personal information collection process. Pesca recommends that its users check the policy from time to time to ensure that they are aware of any updates.

## 14 Contact

The Privacy Officer is responsible for ensuring the protection of your personal information. Here is his contact information:

Sylvain Castonguay  
Privacy Officer  
vieprivee@pescaenv.com  
895, blvd. Perron, Carleton-sur-Mer (Quebec) G0C 1J0  
Telephone: 1-888-364-3139

All requests will be considered and treated with the utmost respect. Your request will not be answered if the personal information is no longer held by Pesca.

Last policy update : July 29, 2024



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