# Summary of Material Changes to the www.sotec.us Privacy Policy

Sotec Consulting Inc. is working to make its privacy policies more user-friendly and consistent across products and services available at "www.sotec.us". You should know that Sotec Consulting Inc. has made several changes to this Privacy Policy. In summary, these changes clarify:

- The types of information Sotec Consulting Inc. may collect when you visit this site;
- How Sotec Consulting Inc. might use your personal information, including for purposes of marketing Sotec Consulting Inc.'s goods and services;
- The controls Sotec Consulting Inc. has in place on any disclosure by Sotec Consulting Inc. of your personal information (for example, Sotec Consulting Inc. will not sell or rent your information!); and
- That Sotec Consulting Inc. may change this Privacy Policy from time to time.

Please feel free to contact the Web Master (info@sotec.us) if you have any questions about this Site. With this notice, your continued use of the Site will indicate your agreement to the revised Privacy Policy.

Sotec Consulting Inc. has adopted this Privacy Policy in order to assure Users of our commitment and dedication to privacy. The following Privacy Guidelines apply to the Web site "www.sotec.us" (Site). This Policy does not apply to information collected offline or via online sources other than "www.sotec.us". We invite you to visit the Site to search or browse without revealing personal information or registering with Sotec Consulting Inc., however, as we gather information about your usage or as you may choose to give Sotec Consulting Inc. personal information via the Site, it is Sotec Consulting Inc.'s intent to let you know how Sotec Consulting Inc. will use such information. If you tell Sotec Consulting Inc. that you do not wish to have this information used as a basis for further contact with you, Sotec Consulting Inc. will endeavor to respect your wishes.

Sotec Consulting Inc. reserves the right to change this Privacy Policy from time to time. Be sure to check this page periodically for updates. If Sotec Consulting Inc. ever makes a material change to this Privacy Policy, you will have an opportunity to choose how that change will affect any personal information you previously gave Sotec Consulting Inc..

## Registration

Registration is not required to gain access to the Site.

## **Usage Statistics**

Whether you register or not, when you visit the Site, some information such as your Internet Protocol (IP) address, Internet service provider, operating system, the service from which you arrived, the page you requested, the time and date of your visit, and potentially other site usage statistics will be collected automatically as part of the software processes of the Web page. This information itself does not personally identify you, but could potentially be linked with personal information that you provide Sotec Consulting Inc.. These statistics allow Sotec Consulting Inc. to analyze the effectiveness of its Site, make improvements where needed and potentially to market Sotec Consulting Inc.'s products and services to you. Generally, this

information is kept as long as required to support the improvements of the Site and could be shared with our advisors, agents or other third parties.

#### Cookies

A cookie is a string of information that a Web site saves on a visitor's computer, and that the visitor's browser provides to the Web site operator each time the visitor returns.

#### **Personal Information**

Any time Sotec Consulting Inc. collects information that you voluntarily submit, it is Sotec Consulting Inc.'s intent to inform you why this information is being requested, how it is going to be used and to whom it may be disclosed. Sotec Consulting Inc. may collect personal information from you including your name, phone number, Email address, or other information you choose to provide at various times, for example, when you complete an online form or request or participate in an online community. Sotec Consulting Inc. uses the personal information it collects at this Site and from other sources to process your requests, provide online services, inform you of opportunities that Sotec Consulting Inc. believes you might find interesting, and to understand your needs so that Sotec Consulting Inc. can provide you with the highest quality of service.

Sotec Consulting Inc. has put safeguards in place to protect the security of the personal information you submit to this Site. For example, Sotec Consulting Inc. requires its vendors to comply with Sotec Consulting Inc.'s security policies. Likewise, our periodic deletion of data submitted to "www.sotec.us" must comply with Sotec Consulting Inc.'s security and document retention and disposal policies.

### **Disclosures to Third Parties**

Sotec Consulting Inc. does not sell or rent your personal information to any third party, and will not do so without your knowledge and consent. Sotec Consulting Inc. frequently uses the services of outside vendors, agents and advisors. We require these third parties to respect our privacy practices and not use your personal information for purposes other than to carry out our instructions. Sotec Consulting Inc. potentially could be compelled by applicable law to disclose personal information to government authorities or other third parties. Sotec Consulting Inc. reserves the right to disclose personal information as necessary in an apparent emergency; as an asset in any sale to a third party of our company or a portion of its assets; or as necessary in order to mount a legal claim or defense.

### **External Links**

Sotec Consulting Inc. is not liable for any personal information that you submit to third parties or to any Web site linked to this Site.

# **Resume Collection**

The Site provides a capability for Users to submit their resumes to Sotec Consulting Inc. via email. Any resume so received by Sotec Consulting Inc. will be held in confidence and used only for the purpose of considering the submitting party for employment. Such information is

not shared with third parties external to Sotec Consulting Inc. domestic and international branches.

#### Children

This Site is intended for adult use only. It is not intended for children, and Sotec Consulting Inc. asks that minors not submit any personal information.

### Global Nature of Sotec Consulting Inc.

It is Sotec Consulting Inc.'s intent to safeguard any personal information that you submit, and Sotec Consulting Inc. will continue to take steps to maintain the security of this Site. However, as a multinational corporation, the data we collect may be internationally distributed throughout Sotec Consulting Inc., and the open nature of the Internet is such that data may flow over networks without security measures and may be accessed and used by people other than those for whom the data is intended. Further, your personal information could reside in countries with privacy and data protection laws that are different from those in your home jurisdiction. Therefore, in submitting personal information to the Site, you assume the risk of a third party obtaining that information.

#### **Additional Terms**

Certain features and services of "www.sotec.us" – especially highly interactive features – may involve types of personal information and data handling that are not specifically discussed here in this general "www.sotec.us" Privacy Policy. Rest assured that this general policy applies wherever you go within "www.sotec.us". We may, however, provide additional privacy information at a particular feature or service so you can be better informed about Sotec Consulting Inc.'s practices, including how that service may be collecting and using your personal information and opportunities you may have to access and correct your information. Additional terms may also explain how this "www.sotec.us" Privacy Policy applies to the particular feature or service.

#### Contact

If you have any questions about this Site, please Email the Web Master at info@sotec.us