

FieldLinkTPS Privacy Policy

Last updated: 04/01/2020

ReaderLink (“we,” “our,” and “us”) operates the FieldLinkTPS website, which provides employees of our service partners with a resource to view upcoming service projects, access service instructions, search store database and view store-specific planograms.

This Privacy Policy describes what information the FieldLink TPS website collects about you, how we collect it, how we use it, with whom we share it, and what choices you have regarding it.

We encourage you to become familiar with this Privacy Policy. By accessing and using the FieldLinkTPS website, you agree that you have read and understand this Privacy Policy and that you accept and consent to the privacy practices (and any uses and disclosures of information about you) that are described in this Privacy Policy. This Privacy Policy does not apply to any websites operated by third parties. We are not responsible for, and this Privacy Policy does not apply to, the privacy practices of other companies or other websites. We encourage you to seek out and read the privacy policy of each website that you visit.

Information Collection and Use

We collect certain personal information from you when you register an account with us, request information, send us email, or otherwise interact with us, including but not limited to your name, email address, and zip code. The information that we collect will be used to contact or alert you of updates and changes to our Privacy Policy, and to contact or alert you of updates and changes to the FieldLinkTPS Service application.

Log Data

Whenever you visit our Service, we automatically collect information that your browser sends to us (“Log Data”). This Log Data may include information such as your computer’s Internet Protocol (“IP”) address, browser version, pages of our Service that you visit, the time and date of your visit, the time spent on those pages, and other statistics. We typically collect this information through a variety of tools, including cookies, web beacons, pixels, social media widgets, other tools to enable data recording and indexing, and similar technology (collectively, “tracking technologies”). A cookie is a small piece of data that a website can send to your browser, which may then be stored on your hard drive as a “tag” that identifies your computer. Cookies help to navigate from page to page on a website, provide secure connections, gather statistics about the usage and effectiveness of our site, and remembers preferences from a previous visit, when you return.

Disclosure to Third Parties

We do not sell, trade, or transfer your personal information to third parties, except in the circumstances described below.

Service Providers

We may disclose your personal information to our third party service providers to:

- To facilitate the FieldLinkTPS website;
- To provide the FieldLinkTPS website on our behalf;
- To perform FieldLinkTPS-related services; or
- To assist us in analyzing how the FieldLinkTPS website is used.

These service providers are responsible for their own compliance with data protection laws.

Your Choices

Profile

If you have created a profile or account on the FieldLinkTPS website, you can update your contact information after you log into your account.

Cookies

Our website uses these cookies to collect information, enhance functionality, and to improve the FieldLinkTPS website. Most web browsers automatically accept cookies, but you can change your browser's settings to disable all or certain cookies if you wish. Please note that by disabling or deleting cookies, you may not be able to access the full functionality of the FieldLinkTPS website. Disabling or clearing cookies also may affect cookie-based opt-outs by either preventing you from using such cookie-based opt-outs or clearing opt-outs that you previously set.

Do Not Track

Because there currently is not an industry or legal standard for recognizing or honoring Do Not Track ("DNT") signals, we do not respond to them at this time.

Security

We have implemented reasonable physical, technical, and administrative security standards to protect personal information from loss, misuse, alteration, or destruction. We strive to protect your personal information against unauthorized access, use or disclosure, using security technologies and procedures, such as encryption and limited access.

Retention of Your Personal Information

We will keep your personal information for the period necessary to fulfil the purposes described in this Privacy Policy, unless a longer retention period is permitted or required by law.

Links to Other Sites

The FieldLinkTPS website may contain links to other sites. If you click on a third-party link, you will be directed to that site. Note that these external sites are not operated by us. Therefore, we strongly advise you to review the Privacy Policy of these websites. We have no control over, and assume no responsibility for the content, privacy policies, or practices of any third-party sites or services.

Your California Privacy Rights

Under California Civil Code Section 1798.83, individual customers who reside in California and who have an existing business relationship with us may request information about our disclosure of certain categories of personal information to third parties for the third parties' direct marketing purposes, if any.

To make such a request, send an email with the subject heading "California Privacy Rights" to FSSupport@readerlink.com. In your request, please attest to the fact that you are a California resident and provide a current California address for our response. Please be aware that not all information sharing is covered by these California privacy rights requirements and only information on covered sharing will be included in our response. This request may be made no more than once per calendar year.

Pursuant to applicable California law, including the California Consumer Privacy Act (CCPA), we make the following disclosures regarding the personal information we have collected within the last 12 months:

Category of Personal Information	Category of Source from Which Data is Collected	Purpose of Collection	Category of Third Parties to Whom Data is Disclosed
Registration information such as name, e-mail address, zip code	Directly from the user	To register users in FieldLinkTPS and to provide our services	Service Providers
Automatically collected information such as Log Data	Cookies and other tracking technologies	To enhance functionality and improve the FieldLinkTPS website	Service Providers

We have not sold consumers' personal information in the twelve (12) months preceding the Effective Date of this Privacy Policy.

If you are a California resident, pursuant to the California Consumer Protection Act (CCPA), you have the right to request:

- the categories of personal information we have collected about you;
- the categories of sources from which your personal information is collected;
- the business or commercial purpose of collecting or selling your personal information;
- the categories of third parties with whom we share your personal information;
- the specific pieces of personal information we have collected about you;

- the categories of personal information that we have sold about you and the categories of third parties to whom the personal information was sold, if applicable;
- deletion of your personal information; and
- an opt out of having your personal information disclosed or sold to third parties.

To submit a request, or designate an authorized agent to make a request under the CCPA on your behalf, please contact us at FSSupport@readerlink.com, 1-866-608-5389. To verify your identity when you submit a request, we will match the identifying information you provide us to the personal information we have about you. We will also verify your identity through our existing authentication practices for your account.

We will not be required to comply with your request to delete your personal information if it is necessary for us to maintain your personal information in order to:

- complete the transaction for which the personal information was collected, provide a good or service requested by you, or reasonably anticipated within the context of our ongoing business relationship with you, or otherwise perform a contract between you and us;
- detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity; or prosecute those responsible for that activity;
- debug to identify and repair errors that impair existing intended functionality;
- exercise free speech, ensure the right of another consumer to exercise his or her right of free speech, or exercise another right provided for by law;
- comply with the California Electronic Communications Privacy Act pursuant to Chapter 3.6 (commencing with Section 1546) of Title 12 of Part 2 of the Penal Code;
- 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 our deletion of the information is likely to render impossible or seriously impair the achievement of such research, if you have provided informed consent;
- to enable solely internal uses that are reasonably aligned with your expectations based on your relationship with us;
- comply with a legal obligation; or
- otherwise use your personal information, internally, in a lawful manner that is compatible with the context in which you provided the information.

We will not discriminate against you in the event you exercise any of the aforementioned rights under CCPA, including, but not limited to, by:

- denying goods or services to you;
- charging different prices or rates for goods or services, including through the use of discounts or other benefits or imposing penalties;
- providing a different level or quality of goods or services to you; or
- suggesting that you will receive a different price or rate for goods or services or a different level or quality of goods or services.

Children's Privacy

The FieldLinkTPS website is not intended for children under the age of 13. We do not knowingly collect personal information from children under 13. In the case we discover that a child under 13 has provided us with personal information, we immediately delete this from our servers. If you are a parent or guardian and you are aware that your child has provided us with personal information, please contact us so that we may initiate necessary actions.

Changes to This Privacy Policy

It is our policy to post any changes we make to our Privacy Policy on this page. If we make material changes to how we treat our users' personal information, we will notify you by e-mail to the primary e-mail address specified in your account and/or possibly through a notice on the FieldLinkTPS home page. The date the Privacy Policy 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 e-mail address for you, and for periodically visiting our Sites and this Privacy Policy to check for any changes.

Contact Us

If you have any questions or suggestions about our Privacy Policy, do not hesitate to contact us at FSSupport@readerlink.com