# **PRIVACY STATEMENT**

At Sodexo, we recognize the importance of protecting your privacy. Sodexo adheres to the policies and practices described in this Privacy Statement for the treatment, use and protection of the information provided to us by visitors to this web site (the "Site"). Please take a minute to read this Privacy Statement so that you can better understand Sodexo's privacy practices with respect to this Site.

## PERSONAL INFORMATION

Personal information is information about an identifiable individual with the exception of business contact information meaning information used for the purpose of communicating, or facilitating communication with an individual in relation to their employment, business and profession. We collect personal information you provide when you place an order, send us an e-mail or otherwise contact us through the Site. This information may include:

- your name
- your credit card billing address
- your e-mail address
- your phone number(s)
- your credit card number
- your cost center number
- your order information
- other personal or preference information you provide to us
- information you submit about other people, for example, the name and address of an order recipient

## **USE OF PERSONAL INFORMATION**

We use personal information to operate, administer and improve the Site, deliver the services or carry out the transactions you have requested and improve our services. For example, we use it to provide you with more effective customer service, accomplish the billing function, and to offer you additional products and services you may find of value as well as to display content and advertising that is customized to your interests and preferences. If you want to opt out of customized content, you can adjust your browser as mentioned below under "Cookies." We also use personal information about you to communicate with you about the Site and execute transactions with you.

## INFORMATION SHARING AND DISCLOSURE

We may share personal information about you to any of our affiliated companies for the purposes described above. We may also provide certain information about orders placed through this site to the establishment that has contracted with Sodexo to offer this on-line ordering service to you. Sodexo and its affiliated companies will not share personal information covered by this Privacy Statement to others except to provide products or services you've requested, or to third party vendors who assist us by providing services related to your use of the Site and Sodexo's business. We may partner with third parties to provide advertisements to visitors through the Site. These third parties are only provided the information necessary to perform their services and are only permitted to use such information for the provision of such services.

#### COMPLIANCE WITH LAW AND LEGAL REQUESTS

Sodexo may disclose personal information about you as required or allowed by law for example, where we have reasonable grounds to believe it is necessary to prevent or detect fraud. In addition, Sodexo may disclose personal information about you in the unlikely event Sodexo deems release necessary to protect Sodexo legal rights or to protect the personal safety of users of the Site or members of the public.

#### CLICKSTREAM DATA

When you visit the Site, as with many other Web sites, certain information is automatically logged about your visit. This information may include your computer's Internet protocol (IP) address, which is the number assigned to your computer whenever it is connected to the Internet, your operating system, screen settings, Web browser software, and referring Web site. Sodexo may use this data for the purposes described above under "USE OF PERSONAL INFORMATION" AND "INFORMATION SHARING AND DISCLOSURE."

## COOKIES

The Site may use "cookies" to enable you to sign in to our Site and to help personalize your online experience. A cookie is a small text file that is placed on your hard disk by a Web page server. Cookies contain information that can later be read by a Web server in the domain that issued the cookie to you. The Site may use cookies to store

your preferences and other information on your computer for Security Purposes and in order to save you time by eliminating the need repeatedly to enter the same information and to display your personalized content and appropriate advertising on your later visits to the Site.

You have the ability to accept or decline cookies. Most Web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to sign in or use other interactive features of the Site that depend on cookies.

## CHANGES TO THE SODEXO PRIVACY STATEMENT

Sodexo will update this Privacy Statement from time to time to keep it current. We will notify you when we update the Privacy Statement and we encourage you to review it.

## SECURITY

Sodexo treats your information as an asset that must be protected against loss and unauthorized access. We employ information security techniques to appropriately protect confidential information from unauthorized access by visitors inside and outside Sodexo. During order processing your information will be securely managed in an area where we ask you for such information as name, address, and credit card number. We work to protect the security of your information during transmission by using Secure Sockets Layer (SSL) software, which encrypts information you input. As outlined above, Sodexo will adopt reasonable measures necessary to protect the security of personal information. Notwithstanding our efforts to protect your information, no security system is completely impenetrable, so we cannot guarantee the absolute security of our databases (or those of the third party vendors we engage to host the Site and/or collect personal information for transmission to us), nor can we guarantee that information you supply to us will not be intercepted while in transit to us over the Internet. No organization can guarantee 100% security against illegal activities and Sodexo's commitment can only be limited to applying all industry standards appropriate to the risk and level of sensitivity of the information.

If Sodexo was to store personal information abroad, we will change this Privacy Statement and notify you of these changes. We would also ensure that the information transferred would be protected at a level comparable as if it was stored in Canada.

## LINKED INTERNET SITES

Sodexo may provide links to external sites as a convenience to visitors to the Site. The inclusion of any link does not imply Sodexo's endorsement of such external Web site or the products and services offered at such site. Sodexo is not responsible for the privacy practices or the content of such Web sites. Please note that if you link to a third party site from this Web site, any information you reveal on that site is not subject to this Sodexo Privacy Statement. Therefore, you should consult the Privacy Statement of each site that you visit.

#### CHILDREN

If you are under 18, you cannot use the Site without a parent or guardian.

This Site is not directed towards children. We do not knowingly collect personal information from children under the age of 13. If you know that a child has provided personal information through the Site, we ask that you contact us and we will delete the information about the child from our files.

This Privacy Statement was last updated on 05/23/2017.

#### **Questions, Concerns and Feedback**

You may provide any questions, comments, or concerns about this privacy policy by clicking here.