

## XMA PRIVACY POLICY

Welcome to the *xmacorp.com* website (the “Site”), which is owned and operated by XMA Corporation-Omni-Spectra (“XMA,” “we,” or “us”). XMA has a firm commitment to your privacy, and this Privacy Policy describes how XMA may collect, use, protect, and disclose information gathered from your use of the Site.

Please read this Privacy Policy carefully. By using the Site, you acknowledge that you have read, understood, and agree to be bound by the terms of this Privacy Policy and consent to XMA’s collection and use of personally identifiable information (“Personal Information”) and other information as set forth herein. If you do not consent to the terms of this Privacy Policy, you should not access or use the Site in any way and should immediately exit the Site.

### 1. What Data Do We Collect?

**Personal Information:** We collect certain Personal Information that you provide when you use the Site to request a quote or request a sample. This information may include but is not limited to:

- First Name and Last Name
- Company
- Business Address – Shipping and Bill-To
- Business Phone Number
- Business Email
- Payment information

**Use Data:** In addition to Personal Information that you provide, we also automatically collect Use Data when you visit the Site. This may include but is not limited to your device type, device’s IP address, unique device IDs, geolocation, internet service provider, browser type, browser version, the pages or products you view, the time spent on those pages, referring pages and search terms, date and time stamps, and other site visitation data. Use Data is collected on an aggregate basis and does not consist of any Personal Information.

### 2. How Do We Collect Your Data?

In addition to the information that you provide through your use of the Site, XMA collects Personal Information when you place an order with an XMA sales representative or other agent of XMA.

XMA also uses the following technologies to collect Use Data: Google Analytics is a web analytics service that tracks and reports website traffic including device information such as device type, service provider and operating system, and site usage information such as referring pages and search terms, session duration, and pages visited.

Cookies are small text files that are placed on your computer, mobile device or any other device by a website, containing the details of your browsing history on that website in addition to other data. You can instruct your browser to refuse all cookies or to indicate when a cookie is being sent. However, if you do not accept cookies, you may not be able to use some parts of our website.

### 3. Types of Cookies

- **Functional:** These cookies are required for basic Site functionality and are therefore always enabled. These include cookies that allow you to be remembered as you explore our Platform within a single session or, if you request, from session to session, assist in security issues and conforming to regulations.
- **Performance:** These cookies allow us to improve our Site’s functionality by tracking usage. In some cases, these cookies improve the speed with which we can process your request and allow us to remember Site preferences you have selected. Refusing these cookies may result in poorly-tailored recommendations and slow Site performance.
- **Social media and Advertising:** Social media cookies offer the possibility to connect you to your social networks and share content from our Site through social media. Advertising cookies collect information to help better tailor

advertising to your interests. In some cases, these cookies involve the processing of your personal data. Refusing these cookies may result in seeing advertising that is not as relevant to you.

For more information about cookies, and how to disable cookies, visit <http://www.allaboutcookies.org>

#### **4. How Will We Use Your Data?**

We do not resell or distribute your Personal Information. We use your Personal Information to understand your needs and provide you with better service, and in particular for the following reasons:

- Provide the services and customer support you request including fulfilling any requests for quotes or samples made through the Site or fulfilling any orders made through an agent of XMA (this includes processing payment information, arranging for shipping, and providing you with invoices and/or order confirmations);
- Communicate with you, including to notify you about important changes to the Site, and to answer your inquiries or requests;
- Customize, measure and improve our services, content and advertising; and
- Screen our orders for potential risk or fraud.

We use the Use Data that we collect to help us screen for potential risk and fraud, and more generally to monitor, administer, improve and optimize the Site (for example, by generating analytics about how our customers browse and interact with the Site, and to assess the success of our marketing and advertising campaigns). We may also use the Use Data that we collect to provide you with targeted advertisements or marketing communications we believe may be of interest to you.

#### **5. Subscribing to E-Mail Correspondence**

If you provide us with your email address, you authorize us to send you regular emails unless and until you request to unsubscribe from such emails. These emails may include messages related to orders, and requests for quotes and samples, customer surveys, marketing communications, and information about changes to the Site. Each email we send contains an easy, automated way for you to unsubscribe from further emails from us. Select the "unsubscribe" link in the footer of an

email from us and follow the directions to communicate your preferences to us.

#### **6. How Do We Share Your Data?**

**Service Providers:** We engage certain trusted third parties to perform functions and provide services to us, including without limitation, order fulfillment and logistics services, customer service, hosting and maintenance, database storage and management, data analysis, and legal, accounting, credit, and marketing services, including email marketing. We may share your Personal Information or Use Data with these third parties, but only to the extent necessary to perform these functions and provide such services, and only pursuant to binding contractual obligations requiring third parties to maintain the privacy and security of your data.

**Other Third Parties:** We also may share, disclose, or transfer your Personal Information or Use Data with third parties as follows: (a) to government agencies, advisors and other third parties, where necessary and appropriate, in order to comply with applicable laws, the service of legal process, or if we reasonably believe that such action is necessary to (i) comply with the law requiring such disclosure, (ii) protect XMA's rights or property, (iii) prevent a crime or protect national security or (iv) protect the personal safety of the users or the public; (b) if we believe your actions violate our Terms of Use or other policies; or (c) in connection with a financing or a sale, acquisition or merger of our business or our business assets. We may also share with others aggregated or anonymized information that does not directly identify you.

#### **7. How Do We Secure Your Data?**

XMA uses reasonable care to protect the privacy and security of Personal Information and to ensure that our systems are secure and meet industry standards, and we are a certified DFARS contractor. However, no method of transmission over the internet, or method of electronic storage is 100% secure. While we strive to use commercially acceptable means to protect your personal data, we cannot guarantee its absolute security.

#### **8. Cross-Border Transfer**

Your Personal Information may be transferred, for storage and processing, to any country where we have facilities or service providers, including to the United States. These countries may

provide for different data protection rules than your country of residence. Please note that, by using our Site and by providing your Personal Information, you consent to that transfer, storage, and processing.

### **9. Third Party Websites**

The Site may contain links to other third party websites that are not operated by us. Please note that this Privacy Policy applies only to the Site, and not to third-party websites to which the Site links. XMA is not responsible for the practices (including privacy policies) employed by the third-party websites linked to or from the Site nor the information or content contained therein. We are not responsible for the protection and privacy of any information which you provide while visiting other sites and such sites are not governed by this privacy statement. Upon following these links, you are subject to the privacy policies of the other websites, over which XMA has no control. We strongly advise you to review the Privacy Policy of every site you visit.

### **10. UNAUTHORIZED USE**

Unauthorized attempts to use the Site in a way that violates our [Terms and Conditions of Use](#), to utilize the Site for other than its intended purposes, or to defeat or circumvent the Site's security features are strictly prohibited.

### **11. Children's Privacy**

This site is not intended for children under the age of 13. We do not knowingly collect personally identifiable information from anyone under the age of 13. If you are under 13 years old, please do not provide any information on this website.

### **12. UPDATES TO THIS PRIVACY POLICY**

We may amend, update or modify the terms of this Privacy Policy at any time, by posting an amended Privacy Policy on the Site or by emailing you with the modified Privacy Policy. Changes to this Privacy Policy are effective when they are posted on this page. **If you do not consent to the terms of this Privacy Policy, as amended, you should not access or use the Site in any way and should immediately exit the Site. By continuing to access or use the Site after those changes become effective, you agree to be bound by the revised Privacy Policy.**

### **13. Contact Us**

If you have any questions about this Privacy Policy, you can contact us via email at [leadership@xmacorp.com](mailto:leadership@xmacorp.com).