

## Privacy Statement

Last Updated: January 2019

Kyocera SGS Precision Tools is committed to protecting your privacy. Accordingly, this Privacy Statement is designed to help you better understand how we collect, use, store, process, and transfer your Personal Information when using our web sites and/or services (collectively, "Services").

### Consent

Please carefully review this Privacy Statement, its related Notices and our Terms of Use. Unless otherwise defined in this Privacy Statement, terms used in this Privacy Statement have the same meanings as terms defined in our Terms of Use. By using our Services, you acknowledge and consent to all of the policies, procedures and terms described in the foregoing documents. If you do not agree with or you are not comfortable with any aspect of this Privacy Statement, the Notices or our Terms of Use, you should immediately discontinue use of our Services.

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### Information We Collect

*We collect the following Personal Information you provide directly to us:*

Personal Information you provide when using our Services or creating a Kyocera SGS Precision Tools account:

- Data that identifies you, such as your name, address, telephone numbers or email addresses, or your username provided when setting up your Kyocera SGS Precision Tools account or at a later date.
- Financial information (e.g. credit card and account numbers, payment details) in connection with a transaction.

- Shipping, billing, and other information you provide in connection with the purchase or shipping of an item, as well as information required for customs clearance (such as tax identification numbers or other identification numbers) and relevant shipping information (such as shipment numbers and tracking information) if shipped through one of our programs.
- Information provided through a web form or by updating or adding information to your Kyocera SGS Precision Tools account, by participating in product inquiries, dispute resolution, customer service calls recorded with your consent, or through other contact with us for any other reason regarding Services.
- Other data we are required or entitled by applicable law to collect and process and needed for your authentication or identification, or for the verification of the data we collect.

*We collect the following Personal Information related to our Services:*

Personal Information we collect automatically when you use our Services or create a Kyocera SGS Precision Tools account

- Data generated as part of one of your transactions or that is linked to your Kyocera SGS Precision Tools account as a result of a transaction in which you are involved, such as transaction amounts, time and location of transactions and payment methods.
- Data generated through your other actions when you use our Services and which is linked to your Kyocera SGS Precision Tools account, e.g., when you place items in your shopping cart, place items on a watch list, or save searches or interests.
- Data regarding all other interactions with our Services, your advertising preferences, and your communications with us.
- Location data, including the location data of your mobile device. Please note that for most mobile devices, you can manage or disable the use of location services for all applications in the settings menu of your mobile device.
- Computer and connection information, such as statistics regarding your use of Services, information on data traffic to and from websites, referral URL, information on advertisements, your IP address, your access times, your browser history data, your language settings and your weblog information.

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Personal Information we collect in connection with the use of cookies and similar technologies

- We use cookies, web beacons and similar technologies to collect data while you use our Services. We collect this data from the devices (including mobile devices) used by you to access our Services. The data collected includes the following usage- and device-related information:
  - Data about the pages you visit, the access time, frequency and duration of visits, the links on which you click and other actions you take as part of your use of our Services and in advertising and email content.
  - Data about your activities and interactions with our advertising partners including data about the advertisements you were shown, how often they were shown, when and where they were shown, and whether you took any action, such as clicking on an advertisement or making a purchase.
- Your user segment.
- Model or device type, operating system and version, browser type and settings, device ID or individual device identifier, advertisement ID, individual device token, and cookie-related data (e.g. cookie ID).

- The IP address from which your device accesses the Services.
- Location data, possibly including the location data of your mobile device. Please note that most mobile devices allow you to manage or disable the use of location services for all applications in the settings menu.

**More Information on Cookies.** When you use our Services, we and selected third parties may use cookies and similar technologies to provide you with a better, faster and safer user experience or to show you personalized advertising. Cookies are small text files that are automatically created by your browser and stored on your device when you use the Services.

**Google Analytics.** Google Analytics is used to perform some of the tasks listed above. We do not merge information collected through any Google advertising product with individual-level information collected elsewhere by our Service. Learn more about how Google collects and uses data [here](#). To opt out of Google Analytics Advertising Features please use [Google Ad Settings](#). To opt out of Google Analytics entirely please use this [link](#).

*We collect other types of information:*

- We continuously work to enhance our Services with new products, applications and features that may result in the collection of new and different types of information. We will update this Privacy Statement and the Notices and/or obtain your prior consent to new processing, as needed.

## **How We Use Your Information**

We use your Personal Information for various purposes and pursuant to various legal authorizations. We use your Personal Information primarily to provide and improve our Services, to provide you with a personalized user experience on this website, to contact you about your Kyocera SGS Precision Tools account and our Services, to provide customer service, to provide you with personalized advertising and marketing communications, and to detect, prevent, mitigate and investigate fraudulent or illegal activity. **Kyocera SGS Precision Tools does not sell, lease, or rent your individual-level Personal Information to third-parties and will not do so without your consent.**

We may use your Personal Information for the following purposes:

### **To fulfill our contract with you and to provide you with our Services, including:**

- Opening your account, to enable purchases and process payments, to communicate with you, and to implement your requests (e.g., referrals).
- Enabling and enhancing your use of our website and mobile application(s), including authenticating your visits, providing personalized content and information, and tracking your usage of our Services.
- Contacting you about your account, and any relevant information about our Services (e.g. policy changes, security updates or issues, etc.).
- Monitoring, detecting, investigating and preventing prohibited or illegal behaviors related to our Services and to combat spam and other security risks.
- Performing research and development activities, which may include, for example, conducting data analysis in order to develop new or improve existing products and services, and performing quality control activities.
- Enabling the delivery of purchased items by logistics/shipping service providers including notifications in connection with the delivery (such as tracking

information), the latter to the extent permitted by applicable law without your consent.

- Providing payment services.
- Resolving problems with your Kyocera SGS Precision Tools account, arbitrating disputes, providing other services within the scope of customer service, and enforcing fee claims.
- Processing of general location data (such as IP address or postal code) in order to provide you with location-based services (such as radius search and other content that is personalized on the basis of your general location data).
- Enforcing this Privacy Statement, the Notices, and/or the Terms of Use and/or any other applicable policies, procedures and rules.
- For identifying all Personal Information and using the remaining data for historical, statistical and scientific purposes.

*Where necessary, we transmit your Personal Information to processors and the following recipients for one or several of the purposes described above:*

- External service providers and shipping companies.
- Payment service providers.
- External operators of websites, applications, services and tools.

**To provide customer support, including:**

- Answering your questions, resolving disputes, and/or investigating and troubleshooting problems or complaints.
- Analyzing telephone conversations with our customer service that we recorded with your consent.

*Where necessary, we transmit your Personal Information to processors and the following recipients for one or several of the purposes described above:*

- External operators of websites, applications, services and tools.

**To provide marketing communications, including:**

- Sending you product and promotional emails or notifications about our Services and offers on new products, services, promotions or contests.
- Evaluating the quality and success of our email marketing campaigns (e.g. through analysis of click rates).

You can unsubscribe from receiving these marketing communications at any time. To unsubscribe, access the link provided at the bottom of any email communication and follow the unsubscribe instructions. To opt-out of receiving website and mobile notifications, you may do so within your browser or device settings. Please note, the opt-out process differs between web browsers and mobile devices. You may not opt-out of receiving non-promotional messages regarding your Kyocera SGS Precision Tools account, such as technical notices, purchase confirmations, or Service-related emails.

*Where necessary, we transmit your Personal Information to processors and the following recipients for one or several of the purposes described above:*

- External operators of websites, applications, services and tools

**Information We Share with Third Parties**

While Kyocera SGS Precision Tools directly conducts the majority of data processing activities required to provide Services to you, we engage some third-party service providers. Service providers are third

parties (other companies or individuals) that help us to provide, analyze and improve Services.

When Kyocera SGS Precision Tools does share Personal Information, it will require third party service providers to use the Personal Information in a manner consistent with the purposes for which it was originally collected (or to which you subsequently consented) and only as permitted under this Privacy Statement, the Notices and Terms of Use, and any applicable country or web site privacy statements, and all applicable privacy and data protection laws. These third parties are required to use the Personal Information Kyocera SGS Precision Tools shares with them only to perform services on Kyocera SGS Precision Tools behalf and to treat your Personal Information as confidential.

In certain, limited circumstances Kyocera SGS Precision Tools may share or transfer Personal Information to unrelated third parties. For example, we may provide Personal Information to a third party: (i) at your request; (ii) to comply with a legal requirement or court order; (iii) to investigate a possible crime, such as identity theft; (iv) in connection with the sale, purchase, merger, reorganization, liquidation or dissolution of Kyocera SGS Precision Tools or a Kyocera SGS Precision Tools business unit; or (v) under similar circumstances. If any such event occurs, Kyocera SGS Precision Tools will take appropriate steps to protect your Personal Information.

Specific examples of third-party service provider engagement include:

*Order Fulfilment and Shipping:*

- Our payment processor processes certain Personal Information, such as your billing address and credit card information, as necessary to enable your purchase our products.
- Our distribution centers ship our products to you and assist in the return of products if necessary.

*Customer Service:*

- Our customer service department uses a number of tools to organize and manage the requests we receive, most of which are hosted by third party platforms (e.g. customer relationship management software).

*Cloud Storage, IT and Security:*

- Our cloud storage providers provide secure storage for information in Kyocera SGS Precision Tools databases, ensure our infrastructure can support continued use of our Services by Kyocera SGS Precision Tools customers, and protect data in the event of a natural disaster or other disruption to our Service. Our IT and security service providers assist with intrusion detection and prevention measures to stop any potential attacks against our networks.

Information We Share with Other Kyocera SGS Precision Tools Related Entities

We may share some or all of your Personal Information with other companies under common ownership or control of Kyocera SGS Precision Tools which may include our subsidiaries, our corporate parent, and other affiliates in order to provide you better service and improve your user experience. When we do so, these other Kyocera SGS Precision Tools related companies will use your Personal Information in a manner consistent with the purposes for which it was originally collected (or to which you subsequently consented) and only as permitted under this Privacy Statement, the Notices, the Terms of Use, any applicable country or web site privacy statements, and all applicable privacy and data protection laws.

## Information We Share as Required by Law

Under certain circumstances your Personal Information may be subject to processing pursuant to laws, regulations, judicial or other government subpoenas, warrants, or orders. For example, we may be required to disclose Personal Information in coordination with regulatory authorities in response to lawful requests by public authorities, including to meet national security or law enforcement requirements. Kyocera SGS Precision Tools will preserve and disclose any and all Personal Information to law enforcement agencies or others if required to do so by law or in the good faith belief that such preservation or disclosure is reasonably necessary to: (a) comply with legal or regulatory process (such as a judicial proceeding, court order, or government inquiry) or obligations that Kyocera SGS Precision Tools may owe pursuant to ethical and other professional rules, laws, and regulations; (b) enforce the Kyocera SGS Precision Tools Terms of Use and other policies; (c) respond to claims that any content violates the rights of third parties; or (d) protect the rights, property, or personal safety of Kyocera SGS Precision Tools, its employees, its users, its clients, and the public.

## Business Transactions

If Kyocera SGS Precision Tools goes through a business transition such as a merger, acquisition by another company, or sale of all or a portion of its assets, your Personal Information will likely be among the assets transferred. In such a case, your Personal Information would remain subject to the terms contained in this or any other prior Privacy Statement, Notices and Terms of Use.

## **Respecting Your Rights Under Data Privacy Laws and Your Choices**

Kyocera SGS Precision Tools is fully committed to performing its obligations and respecting your rights under all applicable data privacy laws. In this regard, if you reside or otherwise find yourself in a jurisdiction with unique data privacy laws, Kyocera SGS Precision Tools is committed to respecting your rights granted by such laws.

If you have questions about your privacy rights, or would like to exercise your rights under applicable data privacy laws, please do so *via* email at [webmaster@kyocera-sgstool.com](mailto:webmaster@kyocera-sgstool.com) If you prefer, you can send us correspondence to: Kyocera SGS Precision Tools International, Inc., 150 Marc Drive, Cuyahoga Falls, OH, 44223 USA, Attn: Webmaster / Privacy Policy. Alternatively, you can call our number at (330) 688-6667.

Kyocera SGS Precision Tools is obligated to verify the identity of anyone to whom we release Personal

Information to ensure that Personal Information is released to only authorized parties. In some cases, you may be required to provide a separate Proof of Identity ("POI") and Proof of Address ("POA") for us to process your request. Any POI or POA you provide in connection with your request will be used solely for the purpose of identity verification related to your request. We may retain such POI/POA Personal Information as part of our record keeping for this transaction only, and any such Personal Information is covered by our normal data protection policies and practices.

## Marketing Communications

To opt-out of receiving website and mobile notifications, you may do so within your browser or device settings. Please note, the opt-out process differs between web browsers and mobile devices. You can also click the "unsubscribe" button at the bottom of promotional email communications, as applicable. For technical reasons, the implementation may take a few days.

## Account Modification

You may edit, access, correct or update most of your Personal Information on your own within your Kyocera SGS Precision Tools account by following the directions contained in your account.

## **Security Measures**

Your Personal Information will generally be stored in Kyocera SGS Precision Tools databases or databases maintained by our service providers. Most of these databases are stored on servers located in the United States. To the extent required by law, if your Personal Information will be transferred outside your country, any required notice will be provided.

Kyocera SGS Precision Tools maintains reasonable safeguards to protect the confidentiality, security and integrity of your Personal Information. Although Kyocera SGS Precision Tools uses security measures to help protect your Personal Information against unauthorized disclosure, misuse or alteration, as is the case with all computer networks linked to the Internet, Kyocera SGS Precision Tools cannot guarantee the security of information provided over the Internet and will not be responsible for breaches of security beyond its reasonable control.

## **Your Responsibility**

Please recognize that protecting your Personal Information is also your responsibility. We ask you to be responsible for safeguarding your password for your Kyocera SGS Precision Tools account, and other authentication information you use to access our Services. You should not disclose your authentication information to any third party and should immediately notify Kyocera SGS Precision Tools of any unauthorized use of your password.

## **Storage Duration**

Your Personal Information will be stored by us and our service providers in accordance with applicable data protection laws to the extent necessary for the processing purposes set out in this Privacy Statement, the Notices and Terms of Use.

Subsequently, we will delete your Personal Information in accordance with our data retention and deletion policy or take steps to properly render the data anonymous, unless we are legally obliged to keep your Personal Information longer (e.g. for tax, accounting or auditing purposes).

## **Children's Privacy**

Kyocera SGS Precision Tools is committed to protecting the privacy of children as well as adults. Neither Kyocera SGS Precision Tools nor any of its Services are designed for, intended to attract, or directed toward children under the age of 16. Kyocera SGS Precision Tools does not knowingly solicit or collect Personal Information from or about children on its Internet sites.

If your child has submitted Personal Information and you would like to request that such information be deleted from Kyocera SGS Precision Tools' records, you may do so via email at [webmaster@kyocera-sgstool.com](mailto:webmaster@kyocera-sgstool.com). If you prefer, you can send us correspondence to: Kyocera SGS Precision Tools, 150 Marc Drive, Cuyahoga Falls, OH, 44223 USA, Attn: Webmaster / Privacy Policy. Alternatively, you can call our number at (330) 688-6667.

## **Linked Websites**

Kyocera SGS Precision Tools provides links to third party websites operated by organizations not affiliated with Kyocera SGS Precision Tools. Except as provided above, Kyocera SGS Precision Tools does not disclose your Personal Information to organizations operating such linked third-party websites. Kyocera SGS Precision Tools does not review or endorse and is not responsible for the privacy practices of these organizations. We encourage you to read the privacy statements of each and every website that you visit. This Privacy Statement, the Notices and our Terms of Use apply solely to information collected by Kyocera SGS Precision Tools and our service providers on our behalf.

## **Changes to the Privacy Statement**

We reserve the right to amend this Privacy Statement, the Notices and our Terms of Use at our discretion and at any time. When we make changes to this Privacy Statement, we will indicate on our web site that the Privacy Statement, the Notices and/or Terms of Use have been updated. Your continued use of the Kyocera SGS Precision Tools web site following the posting of changes constitutes your acceptance of such changes.

By continuing to access or use the Services after changes to this Privacy Statement, the Notices and/or the Terms of Use become effective, you agree to be bound by the revised Privacy Statement, Notices and/or Terms of Use. If any changes are unacceptable to you, you may stop using our Services and delete your account at any time.

We also may provide additional "just-in-time" disclosures or additional information about the Personal Information collection, use and sharing practices of specific Services. Such notices may supplement or clarify our privacy practices or may provide you with additional choices about how Kyocera SGS Precision Tools processes your Personal Information.

## **Contact Information**

If you have questions about this Privacy Statement, the Notices or Terms of Use, or wish to submit a complaint, request or inquiry, you may do so by emailing [webmaster@kyocera-sgstool.com](mailto:webmaster@kyocera-sgstool.com). If you prefer, you can send us correspondence to: Kyocera SGS Precision Tools, 150 Marc Drive, Cuyahoga Falls, OH, 44223 USA, Attn: Webmaster / Privacy Policy. Alternatively, you can call our number at (330) 688-6667.