

HARRISON STEEL CASTINGS COMPANY

WEBSITE PRIVACY POLICY

I. **Scope.**

This Harrison Steel Castings Company ("Harrison") Privacy Policy is designed to tell you about our practices regarding collection, use, and disclosure of information that you may provide via this site or by email or in connection with a feature provided on the site. This Privacy Policy does not apply to any information you may provide to us or that we may collect offline and/or through other means (for example via telephone, or through the mail).

Please be sure to read this entire Privacy Policy before submitting information to this site.

II. **Consent.**

By using this site, you agree to the terms of this Privacy Policy. Whenever you submit information via this site, you consent to the collection, use, and disclosure of that information in accordance with this Privacy Policy.

III. **Information We Collect.**

You are not required to provide personal information to access the site. However, if you elect to use the website to further communicate with us, you may need to provide us with contact information such as your name, e-mail address, mailing address and phone number.

If you apply for an employment position with us via email, you may need to provide certain personal information such as your name and contact information, your education and employment history, and your work skills. We do not require information such as family status, interests, and professional associations for purposes of evaluating your employment application with Harrison. Further, please be aware that we do not require information about you which might be regarded as 'sensitive', such as information about race, ethnic background, political or religious beliefs, physical disabilities, etc. If you choose to provide such information, and actually do so, you are explicitly consenting that Harrison may process it as part of its ordinary recruitment process.

IV. **How We Use and Share Your Information.**

We use and disclose the information that you submit to us, including personal information, to:

- respond to any questions or queries that you may have directed to us
- reply to your requests for quotes
- evaluate your qualifications for job opportunities

Rarely, we may also be required by law to share employment applicant information with regulatory authorities or as required by law or for compliance reasons.

If service providers are required to assist us with any of the foregoing activities, we require them to keep the information secure. We also prohibit them from using your information for any purpose other than that requested by us.

We do not sell or rent your personal information to third parties.

V. Access, Correction, and Deletion of Information.

To keep personal information that you provide on this site accurate, current, and complete, if necessary, please access the site and provide updated or corrected information and we will take appropriate steps to update, correct, or delete such information in our possession. Additionally, you can submit this information to the address written at the end of this Privacy Policy.

VI. Statistical Information

We may gather non-personal, statistical information about the use of the site, such as how many visitors visit a specific page, how long they remain on that page, and the hyperlinks, if any, on which they “click.” Through the use of technological features such as internet protocol (IP) addresses" (a number that is automatically assigned to your computer whenever you use the internet) and “cookies” (pieces of information that a site transfers to an individual’s hard drive for record-keeping purposes), we may collect that kind of information to enable the site to work correctly, to evaluate use of the site, and to support site analytics. We may also compile that data to describe the use of the site to interested parties. This compiled information will not personally identify you or any other visitor to the site.

VII. IP Addresses

Web servers, computers that “serve up” web pages, automatically identify your computer by its IP address. We record IP addresses for purposes of system administration, to report statistical information to interested parties and to track the use of the site. When a visitor requests pages from the site, our servers log the visitor’s IP address. It is not our practice to link IP addresses to any personal information. Although your session is logged, you typically remain anonymous to us. We reserve the right to identify you through an IP address, however, if we believe it necessary to enforce compliance with the site’s information practices or to protect Harrison, other visitors to the site, or anyone else.

VIII. Security

Protecting the security of your personal information is very important to us. We use reasonable security measures designed to protect the confidentiality of personal information. When you transmit personal information from your computer to our servers, your information is protected by a “firewall” (a combination of hardware and software that helps keep unauthorized visitors from accessing information within our computer network). Once we receive your transmission, we will take reasonable precautions to keep your information secure on our systems. While we strive to protect your privacy, no data transmission over the internet can be guaranteed to be 100% secure. We, therefore, cannot warrant or guarantee the security of any personal information you transmit to us online, or any documents you upload online, or be responsible for the theft, destruction, or inadvertent disclosure of that information.

IX. Links to Other Sites

Our website does not currently link to any other website. To the extent that we elect, from time to time, to provide links to other sites, please be aware that these other sites are beyond our control. These other sites may transmit their own “cookies” to visitors, collect data or solicit personal information. The privacy policies of these other sites may differ significantly from this Privacy Policy. We are not responsible for the privacy practices of these other sites and cannot guarantee the security of any information that may be collected there.

X. Changes to This Policy

The terms of this Privacy Policy may change from time to time. If a change is made, the “Last Modified” date located at the top of this Privacy Policy will be updated to reflect the amendment. You are advised to check periodically for any changes. Your continued use of the site after we post changes to this Privacy Policy will indicate your acceptance of those changes.

XI. Contact Us

If you have any questions, comments, requests, or concerns related to this Privacy Policy or the information practices of this site, please contact us at:

By e-mail: privacypolicy@hscast.com

By mail: Harrison Steel Castings Company
900 Mound Street
Attica, IN 47918

By phone: 765-762-2481