## Swagelok.com/Ottawa Privacy Policy

Swagelok Company/Ottawa Fluid System Technologies Inc. is committed to protecting the privacy and security of personal information and/or personal data (collectively referred to as "personal information"). As part of normal business activities, Swagelok/Ottawa Fluid System Technologies Inc. may collect and store personal information regarding customers, associates, suppliers, distributors and distributor associates.

The following persons or entities may have access to your information that you provide to Swagelok: SWAGELOK, its employees and associates; and Swagelok authorized sales and service centers including Ottawa Fluid System Technologies Inc. Swagelok/Ottawa Fluid System Technologies Inc. will take reasonable care to protect data and limit access only to associates who have a legitimate business reason to view the data. All parties who have access to your information are required to keep the information confidential and may not use it for any purpose other than to provide you services within the normal business activities of Swagelok/Ottawa Fluid System Fluid System Technologies Inc.

This policy (the "Policy") applies to all personal information that is provided to Swagelok/Ottawa Fluid System Technologies Inc. in any form or medium, and may be amended from time to time. Appropriate notice will be given concerning such amendments to the Policy.

Swagelok never collects or maintains information from those known to be under age 13.