



<b>SCID118</b>	<b>Scinomix Privacy Notice and Policy</b>	<b>Document Owner:</b> Executive Team	<b>Effective Date:</b> SEP-07-2022	<b>Page 1 of 7</b>
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## SCINOMIX PRIVACY NOTICE AND POLICY

This Notice and Policy (“Notice”) is provided by Scinomix, Inc. (“Scinomix”, “we” or “us”), applies to all users of our website <https://www.scinomix.com> (“Website”), any related applications, and our social media accounts; and to all individuals who share their personal information with us for any business purpose, including our customers or prospective customers, suppliers, vendors, staff of regulatory authorities, employees or prospective employees, and visitors to our sites and offices.

We take your privacy very seriously. Please read this privacy Notice carefully as it contains important information on who we are, and how and why we access, collect, process, store, use and share your Personal Information (as defined below). It also explains your rights in relation to your Personal Information and how to contact us in the event you have any questions.

Document sections with direct links:

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2. NO SALE OF PERSONAL INFORMATION
3. INFORMATION WE MAY COLLECT AND DISCLOSE ABOUT YOU
4. HOW YOUR PERSONAL INFORMATION IS COLLECTED
5. PURPOSES OF COLLECTION
6. SHARING YOUR INFORMATION
7. COOKIES AND OTHER TECHNOLOGIES
8. LINKS TO OTHER WEBSITES
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### **1. CHANGES TO THIS NOTICE**

**This Notice may be changed, modified, supplemented, or updated at any time.** While we will endeavor to notify you of any changes to our Notice through our Website or direct communications as may be authorized by you, we encourage you to periodically review this page for the latest information on our privacy practices.



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## **2. NO SALE OF PERSONAL INFORMATION**

We do not sell your Personal Information and have not sold your Personal Information to any third party.

## **3. INFORMATION WE MAY COLLECT AND DISCLOSE ABOUT YOU**

We may access, collect, process, store, use, share and be responsible for some or all of the following personal information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular consumer or household (“Personal Information”):

<b>Categories</b>	<b>Specific pieces of Personal Information that may be collected</b>
A. Identifiers.	Any information relating to an identified or identifiable individual, such as their name, alias, postal address, email address, IP address, telephone number, online identifier, user ID, account name, or other similar identifiers.
B. Internet or similar network or application activity.	Browsing history, search history, information on a consumer's interaction with our Website, application, or advertisement, and cookies.
C. Information that you may voluntarily provide to us.	Any other Personal Information that you may voluntarily provide to us (for example, in an email to our customer service)

This Personal Information is required to provide products and services to you. If you do not provide Personal Information we ask for, it may delay or prevent us from providing products or services to you.

## **4. HOW YOUR PERSONAL INFORMATION IS COLLECTED**

We collect the majority of your Personal Information directly from you through our Website and, under certain circumstances, via email, a form on our Website or by telephone. With respect to visitors to our offices, we may collect Personal Information from you in person as well as by telephone, text, or email. We may also collect your Personal Information directly from a third-party, including with your consent, as required and appropriate.

## **5. PURPOSES OF COLLECTION**

Personal Information is collected for the following purposes:

- To provide and/or maintain our products or services;
- To provide you with information, products or services that you request from us;
- To allow you to participate in interactive features of our Website and any related applications when you choose to do so;



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- To provide you with notices about your account and/or subscription, including expiration and renewal notices, email instructions, etc.;
- To fulfill or meet any other reason for which the information is provided;
- To provide you with email alerts, text message and other notices concerning our products or services or news that may be of interest to you;
- To provide customer support;
- For testing, research, analysis, development and improvement of product and service offerings;
- To improve our Website and present its contents to you;
- To monitor the usage of our Website or related applications;
- To host, store and otherwise process information needed for business continuity and disaster recovery.
- To carry out our obligations and enforce our rights arising from any contracts entered into between you and us, and to protect us, our employees, clients, and the public against theft, legal liability, fraud, or abuse;
- To detect, prevent and address technical issues;
- As necessary or appropriate to protect the rights, property or safety of us, our clients or others, including system and network administration and security, infrastructure monitoring, identity and credential management, verification and authentication, and access control; monitoring and other controls needed to safeguard the security and integrity of transactions and/or recordation of information;
- To respond to law enforcement requests, subpoenas, including to law enforcement agencies and courts in the United States and as required by applicable law, court order, or governmental regulations;
- As described to you when collecting your Personal Information; and
- To evaluate or conduct a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of our assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which Personal Information held by us is among the assets transferred.

We will not collect additional categories of Personal Information or use the Personal Information we collected for materially different, unrelated, or incompatible purposes without providing you notice.

## **6. SHARING YOUR INFORMATION**

We may disclose or share some, or all, of the Personal Information we collect about you to third parties such as service providers who aid us in processing and protecting your Personal Information to host the Website or related applications, send email or other communications, generate leads, process payments, provide analytics and advertising services, or moderate online discussions. When a customer buys a product or a service from us, we may share names, or other contact information that is necessary for the third



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party to provide products or services in the United States, Canada, and other jurisdiction. Our service providers are given Personal Information they need to perform their designated functions, and we do not authorize them to use or disclose Personal Information for any other purposes.

We may disclose or share your information if required to do so by law or in the good-faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on us, (b) protect and defend our rights or property or our customers or users, or (c) under exigent circumstances to protect the personal safety of our users, customers, or the general public. We may disclose or share your information to fulfill the purpose for which you provide it.

We may aggregate data we acquire about our customers. If we aggregate such data and provide it to external parties, our customers' Personal Information will not be attached to or included in such aggregated data. Also, in the event that all or a portion of our assets are acquired by or merged with a third-party entity, we reserve the right, in any of these circumstances, to transfer or assign the information that we have collected from you, including Personal Information and user data, in connection with such merger, acquisition, sale, or other change of control.

## **7. COOKIES AND OTHER TECHNOLOGIES**

Cookies are small text files placed on your device to store data that can be recalled by a web server in the domain that placed the cookie. We may use cookies, web beacons, and other tracking technologies (such as scripts and tags) on our online services. We collect information from cookies via third party technology platforms such as HubSpot and Google Analytics. We also use cookies, web beacons, and other tracking technologies to help our online services function properly, to collect information about how users interact and use our online services, and to ensure the security of our network and related networks.

You have a variety of tools to control the data collected by cookies and similar technologies. For example, you can use controls in your internet browser to limit how the websites you visit are able to use cookies, alert you about the cookies and to withdraw your consent by clearing or blocking cookies.

## **8. LINKS TO OTHER WEBSITES**

Our Websites may contain links to other sites ("Third Party Websites"). These links are provided solely for the convenience of our customers. We do not necessarily endorse, sanction or verify the accuracy of the information contained on Third Party Websites. Once you access a Third-Party Website through a link on our Website, you are no longer covered by the privacy Notice of Our Website. Concerns regarding a Third-Party Website



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should be directed to the Third-Party Website itself. We bear no responsibility for any action associated with any Third-Party Website.

## **9. POLICIES FOR CHILDREN**

Our Website is not directed to individuals under the age of 13, nor do they contain information which would be potentially harmful to minors in any way. However, we advise all visitors to Our Websites under the age of 13 not to disclose or provide any Personal Information. In the event that we discover that a child under the age of 13 has provided Personal Information to us, we will delete the child's Personal Information in accordance with the Children's Online Privacy Protection Act of 1998. Please see the Federal Trade Commission's website for this act.

Notwithstanding the foregoing, pursuant to 47 U.S.C. Section 230 (d), as amended, we hereby notify you that parental control protections are commercially available to assist you in limiting access to material that is harmful to minors. More information on the availability of such software can be found through publicly available sources. You may wish to contact your Internet Service Provider for more information.

We collect Personal Information on minors, when provided by their parents or legal guardians, or by institutions or government entities that have provided services to the minors, for the purposes of requesting services from us for the benefit of such minors.

## **10. HOW LONG YOUR PERSONAL INFORMATION WILL BE KEPT**

We will retain and use your Personal Information to the extent necessary to comply with our legal or contractual obligations and to provide you with the products and services that you request from us. Thereafter, we may retain your Personal Information only to the extent necessary to:

- To respond to any questions, complaints or claims made by you or on your behalf;
- To provide services to you as contracted for by you;
- To show that we treated you fairly; or
- To keep records required by law.

We will not retain your Personal Information for longer than necessary for the purposes set out in this Notice. Different retention periods apply for different types of Personal Information. When it is no longer necessary to retain your Personal Information, we will delete or anonymize it.

## **11. KEEPING YOUR PERSONAL INFORMATION SECURE**

We have implemented reasonable technical, physical, and administrative security measures to prevent Personal Information from being accidentally lost, used, or accessed in an unauthorized way. These measures offer appropriate reasonable security level,



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taking into account the state of the technology, the implementation costs and also the nature, the scale, the context and the processing purposes. We limit access to your Personal Information to those who have a genuine business need to access it. Those processing your information will do so only in an authorized manner and are subject to a duty of confidentiality. The measures are also intended to prevent unnecessary collection and further processing of Personal Information. The Personal Information is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems, and are required to keep the information confidential. We also have procedures in place to deal with any suspected data security breach. We will notify you and any applicable regulator of a suspected data security breach where we are legally required to do so.

**12. PLEASE KEEP YOUR DEVICES AND PASSWORDS SECURE**

Please keep your devices secure and do not share devices, logins, or passwords to such devices with others as there is a risk that they make access Personal Information that you stored on your device or that you request be transmitted to you from us to your device. If you receive login information, including passwords, to an encrypted account or application, please do not share this information with others. PLEASE SECURE YOUR INFORMATION AND DO NOT DISCLOSE YOUR PASSWORDS AND ANY SENSITIVE INFORMATION TO ANYONE ELSE. If you believe that your Personal Information was compromised while requesting or receiving services from us, please notify us at [info@scinomix.com](mailto:info@scinomix.com).

**13. YOUR AGREEMENT TO THIS NOTICE**

By using our online services, you are agreeing to our practices described in this Notice, which includes the collection and use of your Personal Information. Your continued use of our online services following the posting of changes to this Notice will be deemed your acceptance of those changes.

**14. CONTACT INFORMATION**

If you have any questions or comments about this Notice, or the ways in which we collect and use your Personal Information, please do not hesitate to contact us at:

By email: [info@scinomix.com](mailto:info@scinomix.com)

By phone: 314.298.9800

By mail: Scinomix, Inc.

4372 Green Ash Drive  
Earth City, MO 63045-1213

*Revision History*

<b>Version</b>	<b>Change</b>	<b>Effective Date:</b>	<b>Approved by:</b>
A	NEW	APR-01-2021	D. Robbins



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B	Clarified Opt out option	JAN-13-2022	E. Proffer
C	Revised policy	SEP-07-2022	E. Proffer