# **PMM Privacy Policy**

Your privacy is important to us. To better protect your privacy we provide this notice explaining our online information practices and the way your information is collected and used. To make this notice easy to find, we make it available on our logon page.

#### **Application of This Notice**

This Notice applies only to the information collected by PMM from the users of the PMM systems. It does not apply to information collected by PMM in any other way, including offline.

#### The Information We Collect

Our web sites are not set up to automatically collect personally identifiable information from each visitor to our web sites. It does recognize the home server of visitors, but not email addresses. For example, we can tell which Internet Service Provider our visitors use, but not the names, addresses or other information about our visitors that would allow us to identify the particular visitors to our web sites. This information is used only for internal purposes by our technical support staff.

Our web sites do track certain information about the visits to our web site. For example, we compile statistics that show the numbers and frequency of visitors to our web sites and their individual pages. These aggregated statistics are used internally to improve our web sites and for product development and marketing purposes generally. Those aggregated statistics may also be provided to advertisers and other third parties, but again, the statistics contain no personal information and cannot be used to gather such information.

In a few areas on our web sites, we ask you to provide information that will enable us to verify whether you are entitled to access and use certain information, materials and services available from our web sites, or to enable us to enhance your site visit, to assist you with customer service or technical support issues, or to follow up with you after your visit, or to otherwise support your customer relationship with PMM and it's partners, clients and subsidiaries. It is completely optional for you to participate. However, failure to participate may mean that you cannot access and use certain information, materials and services.

For example, we request information from you when you:

- 1. Log-on to certain areas of our web sites, where you may be prompted to provide us with your user name and password as a condition to gaining access to certain information, materials or services.
- 2. Register or sign-up to use a service.
- 3. Place an order.
- 4. Provide feedback in an online survey.

In each of the instances above, we typically ask for your name, e-mail address, company address and phone number, product preference information, user name and password, as

well as other similar personal information that is needed to register or subscribe you to services or offers. On occasion, we may ask for additional information to enable us to provide you with access to and use of certain information, materials and services. In the case of newsletters or mailing lists, you will be able to "unsubscribe" to these mailings at any time.

### **Our Commitment to Data Security**

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

## **Links to Third Party Sites**

Our web sites may include links to third party sites which open in a new browser window after the user is alerted that they are leaving the our web site. PMM accepts no responsibility for the content of these third party sites.

## **Cookies and Logs**

Cookies are used only by our systems to allow users to visit pages without logging on more than once. Cookies are never stored or used to gather any information other than to track the activities of a logged on user of our systems where necessary. Cookies do not persist after termination of a user's session. No third party cookies are permitted on our web sites.