

1Life Workplace Safety & Health Privacy Policy for mySafetyMatters.ca

This privacy policy sets out how 1Life Workplace Safety & Health uses and protects any information that you give 1Life Workplace Safety & Health when you use the mySafetyMatters.ca website. 1Life Workplace Safety & Health is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

The *Canadian Marketing Association's Code of Ethics for Marketing to Children*, forbids the collection of any data at all from children under 13 without consent from a parent or guardian. With this in mind, the minimum requirement to register through mySafetyMatters.ca is 14 years old.

1Life Workplace Safety & Health may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from May 1, 2014.

What we collect

We may collect the following information while using the mySafetyMatters.ca course.

- First & Last Name
- Month & Year of birth
- Email Address

What we do with the information we gather

We require this information specifically to establish user eligibility for the program or other special offers, and so we can issue you a certificate upon completion of the course. In addition:

- We may generalize the information to improve our products and services.
- We may periodically send promotional email about new products, special offers or other information which we think you may find interesting using the email address which you have provided.
- We may use the information to customize the website according to your interests.
- We will never sell your information.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

Analytics information:

We may directly collect analytics data, or use third-party analytics tools and services, to help us measure traffic and usage trends for the Service. These tools collect information sent by your browser or mobile device, including the pages you visit and other information that assists us in improving the Service. We collect and use this analytics information in aggregate form such that it cannot reasonably be manipulated to identify any particular individual user.

How we use cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you

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agree, the file is added and the cookie helps analyze web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyze data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

Links to other websites

Our website may contain links to enable you to visit other websites of interest easily. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Controlling your personal information

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law. We may use your personal information to send you promotional information about third parties which we think you may find interesting if you tell us that you wish this to happen.