

## Fairbanks Morse Privacy Policy

Last modified: September 25, 2018

### 1. Introduction

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This Privacy Policy describes how Fairbanks Morse, LLC (“**Fairbanks Morse**”) collects and uses Personal Data about you through the use of our Websites, mobile applications, and through email, text, and other electronic communications between you and Fairbanks Morse.

Fairbanks Morse, LLC (“**Fairbanks Morse**” or “**We**”) respects your privacy and is committed to protecting it through our compliance with this Privacy Policy (our “**Privacy Policy**”).

This Privacy Policy describes the types of information we may collect from you or that you may provide when you visit the websites <http://www.fairbanksmorse.com> or <http://www.enproindustries.com> or through our mobile application (the websites and the mobile app collectively or each, a “**Website**”) and our practices for collecting, using, maintaining, protecting, and disclosing that information.

This Privacy Policy applies to information we collect:

- on our Websites;
- in email, text, and other electronic messages between you and our Websites; and
- through our mobile and desktop applications you download from our Websites or through the App Stores and other Internet locations, which provide dedicated non-browser-based interaction between you and our Websites;

It does not apply to information collected by:

- us offline or through any other means, including on any other website operated by Fairbanks Morse or any third-party or,
- any third party, including through any application or content (including advertising) that may link to or be accessible from our Websites.

Please read this Privacy Policy carefully to understand our policies and practices regarding your information and how we will treat it. If you do not agree with our policies and practices, your choice is not to use our Websites. By accessing or using these Websites, you agree to this Privacy Policy. This Privacy Policy may change from time to time (see [Changes to Our Privacy Policy](#)). Your continued use of these Websites after we make changes is deemed to be acceptance of those changes, so please check this Privacy Policy periodically for updates.

### 2. Data Controller, Data Protection Officer, and Representative

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Fairbanks Morse is the data controller of the Personal Data you provide on the Websites. We have determined that we do not require a Data Protection Officer or a representative in the EU.

Fairbanks Morse is the data controller of your Personal Data. At this time, Fairbanks Morse is not required to appoint a Data Protection Officer (“**DPO**”) and a representative in the European Union in

compliance with the General Data Protection Regulation (“**GDPR**”). Fairbanks Morse may be contacted in any manner set forth below in the “[Contact Information](#)” Section of this Privacy Policy.

### **3. Children Under the Age of 18**

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Our Websites are not intended for children under the age of 18 and children under the age of 18 are not permitted to use our Websites. We will remove any information about a child under the age of 18 if we become aware of it.

Our Websites are not intended for children under 18 years of age. We do not knowingly collect Personal Data from children under 18. If you are under 18, do not use or provide any information on our Websites or on or through any of its features/register on the Websites, make any purchases through the Websites, use any of the interactive or public comment features of our Websites, or provide any information about yourself to us, including your name, address, telephone number, email address, or any screen name or user name you may use. If we learn we have collected or received Personal Data from a child under 18 without verification of parental consent, we will delete that information. If you believe we might have any information from or about a child under 18, please contact us at [FM.Marketing@fairbanksmorse.com](mailto:FM.Marketing@fairbanksmorse.com).

### **4. Information We Collect About You and How We Collect It**

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We collect information different types of information about you, including information that may directly identify you, information that is about you but individually does not personally identify you, and information that we combine with our other users. This includes information that we collect directly from you or through automated collection technologies.

#### **Generally**

We collect several types of information from and about users of our Websites, specifically information:

- by which you may be personally identified, such as name, postal address, e-mail address, telephone number, work address, billing address, shipping address, engine account or serial number, and any other identifier by which you may be contacted online or offline (“**Personal Data**”);
- that is about you, but individually does not identify you, such as traffic data, location data, logs, referring/exit pages, date and time of your visit to our Websites, error information, clickstream data, and other communication data and the resources that you access and use on the Websites.
- about your internet connection, the equipment you use to access our Websites and usage details.

We collect this information:

- directly from you when you provide it to us;

- automatically as you navigate through the site. Information collected automatically may include usage details, IP addresses, and information collected through cookies, web beacons, and other tracking technologies; and
- from third parties, for example, our business partners.

### **Information You Provide to Us**

The information we collect on or through our Websites are:

- information that you provide by filling in forms on our Websites. This includes information provided at the time of contacting us about our products and services, posting material about you for career inquiries, or requesting further information or materials from us for other purposes. We may also ask you for information when you enter a contest or promotion sponsored by us, and when you report a problem with our Websites;
- records and copies of your correspondence (including email addresses), if you contact us;
- your responses to surveys that we might ask you to complete for research or promotional purposes;
- details of transactions you carry out through our Websites and of the fulfillment of your orders;
- your search queries on the Websites.
- information about products or services you have ordered from us in the past or otherwise own.

The Personal Data we collect from you is required to enter into a contract with Fairbanks Morse, for Fairbanks Morse to perform under the contract, and to provide you with our products and services. If you refuse to provide such Personal Data or withdraw your consent to our processing of Personal Data, then in some cases we may not be able to enter into the contract or fulfill our obligations to you under it.

You also may provide information to be published, posted, or displayed (collectively, “**User Contributions**”) on Fairbanks Morse’s social media and community third party pages and websites (such as Facebook and LinkedIn) or transmitted to other users of the Websites or third parties through such social media pages. Your User Contributions are published, posted, or displayed on and transmitted to others at your own risk. Although we limit access to certain pages, please be aware that no security measures are perfect or impenetrable. Additionally, we cannot control the actions of other users of the Websites with whom you may choose to share your User Contributions. We cannot control and are not responsible for the security of your information on these third party social media sites. Therefore, we cannot and do not guarantee that your User Contributions will not be viewed by unauthorized persons or used by these third party sites in manners inconsistent with this Privacy Policy.

### **Information We Collect Through Automatic Data Collection Technologies**

As you navigate through and interact with our Websites, we may use automatic data collection technologies to collect certain information about your equipment, browsing actions, and patterns, specifically:

- details of your visits to our Websites, specifically traffic data, location data, logs, referring/exit pages, date and time of your visit to our Websites, error information, clickstream data, and other communication data and the resources that you access and use on the Websites.

- information about your computer and internet connection, specifically your IP address, operating system, and browser type.

The information we collect automatically is statistical data and does not include Personal Data, but we may maintain it or associate it with Personal Data we collect in other ways or receive from third parties. It helps us to improve our Websites and to deliver a better and more personalized service by enabling us to:

- estimate our audience size and usage patterns;
- store information about your preferences, allowing us to customize our Websites according to your individual interests;
- speed up your searches; and
- recognize you when you return to our Websites.

We include (and our service providers) use cookies, web beacons, and other technologies to receive and store certain types of information whenever you interact with our Website through your computer or mobile device. A cookie is a small file containing a string of characters that is sent to your computer when you visit a website. When you visit the website again, the cookie allows the website to recognize your browser. Cookies may store unique identifiers, user preferences, and other information. You can reset your browser to refuse all cookies or to indicate when a cookie is being sent. However, some Website features or services may not function properly without cookies. We use cookies to improve the quality of our service, including for storing user preferences, tracking user trends, and providing relevant advertising to you. (See Section 8 (How We Use Your Information))

We use Google Analytics, a web analytics service provided by Google, Inc. ("Google") and HubSpot, Inc. to collect certain information relating to your use of the Website. Google and HubSpot use cookies to help the Websites analyze how users use the site. You can find out more about how Google uses data when you visit our Website by visiting "How Google uses data when you use our partners' sites or apps", (located at [www.google.com/policies/privacy/partners/](http://www.google.com/policies/privacy/partners/)), and about how HubSpot uses your data by visiting <https://legal.hubspot.com/privacy-policy>.

## 5. Lawful Basis for Processing Your Personal Data

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We have a lawful basis for our processing of your Personal Data, including processing for our legitimate interests (when balanced against your rights and freedoms), to fulfill our obligations to you under a contract with you, and required by law, and with your consent.

If you are in the European Union, the processing of your Personal Data is lawful only if it is permitted under the applicable data protection laws. We have a lawful basis for each of our processing activities (except when an exception applies as described below):

- **Consent.** By using our Websites, you consent to our collection, use, and sharing of your Personal Data as described in this Privacy Policy. If you do not consent to this Privacy Policy, please do not use the Websites;
- **Legitimate Interests.** We will process your Personal Data as necessary for our legitimate interests. Our legitimate interests are balanced against your rights and freedoms, and we do not process your Personal Data if your rights and freedoms outweigh our legitimate interests.

Specifically, our legitimate interests are to: facilitate communication between Fairbanks Morse and you; detect and correct bugs and to improve our Websites; safeguard our IT infrastructure and intellectual property; detect and prevent fraud and other crime; promote and market our business; perform employment screening and to manage our workforce, assets, and business; develop our product and services.

- **To Fulfill Our Obligations to You under our Contract.** We process your Personal Data in order to fulfill our obligations to you pursuant to our contract with you to deliver our goods and services to you.
- **As Required by Law.** We may also process your Personal Data when we are required or permitted to by law; to comply with government inspection, audits, and other valid requests from government or other public authorities; to respond to legal process such as subpoenas; or as necessary for us to protect our interests or otherwise pursue our legal rights and remedies (for instance, when necessary to prevent or detect fraud, attacks against our network, or other criminal and tortious activities), defend litigation, and manage complaints or claims.

## 6. Special Categories of Information

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We generally do not request you provide and do not process any special categories of Personal Data as defined under the GDPR.

Fairbanks Morse does not ask you to provide, and we do not knowingly collect, any special categories of Personal Data from you as defined under the GDPR.

## 7. Automated Decisions Making

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We generally do not use your Personal Data with any automated decision making processes.

## 8. How We Use Your Information

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We use your Personal Data for various purposes described below, including to:

- provide our Websites to you;
- provide you with information you request from us;
- enforce our rights arising from contracts;
- notify you about changes; and
- provide you with notices about the products or services you have purchased from us

We use information that we collect about you or that you provide to us, including any Personal Data:

- to present our Websites and their contents to you;
- to provide you with information, products, or services that you request from us;

- to fulfill any other purpose for which you provide it;
- to provide you with notices about the products or services you have purchased from us, including expiration and renewal notices.
- to carry out our obligations and enforce our rights arising from any contracts entered into between you and us, including for billing and collection;
- to notify you about changes to our Websites or any products or services we offer or provide through them;
- to allow you to participate in interactive features on our Websites;
- to administer surveys, sweepstakes, promotions, and contests;
- to provide you with advertisements and information about our products and services that maybe relevant to you;
- in any other way we may describe when you provide the information; and
- for any other purpose with your consent.

With your consent, we may also use your information to contact you about our own goods and services that may be of interest to you. If you wish to consent to this use, please check the relevant box located on the form on which we collect your data. If you wish to change your choice, you may do so at any time by sending us an email stating your request at [FM.Marketing@fairbanksmorse.com](mailto:FM.Marketing@fairbanksmorse.com). For more information, see [Choices About How We Use and Disclose Your Information](#).

## **9. Disclosure of Your Information**

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We do not share, sell, or otherwise disclose your Personal Data for purposes other than those outlined in this Privacy Policy. We disclose your Personal Data to a few third parties, including:

- to a company we merge, acquire, or that buys us, or in the event of change in structure of our company of any form;
- to comply with our legal obligations;
- to enforce our rights; and
- with your consent.

We do not share, sell, or otherwise disclose your Personal Data for purposes other than those outlined in this Privacy Policy. However, we may disclose aggregated information about our users, and information that does not identify any individual, without restriction.

We may disclose Personal Data that we collect or you provide as described in this Privacy Policy:

- to a buyer or other successor in the event of a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of Fairbanks Morse's assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which Personal Data held by Fairbanks Morse about our Websites' users is among the assets transferred;

- to fulfill the purpose for which you provide it;
- for any other purpose disclosed by us when you provide the information; and
- with your consent.

We may also disclose your Personal Data:

- to comply with any court order, law, or legal process, including to respond to any government or regulatory request;
- to enforce or apply our terms of use and other agreements, including for billing and collection purposes; and
- if we believe disclosure is necessary or appropriate to protect the rights, property, or safety of Fairbanks Morse, our customers, or others.

## 10. Choices About How We Use and Disclose Your Information

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We offer you choices on how you can opt out of our use of tracking technology, disclosure of your Personal Data for third parties to advertise to you, our advertising to you, and other targeted advertising.

We do not control the collection and use of your information collected by third parties as described in this Privacy Policy. When possible, these organizations are under contractual obligations to use this data only for providing the services to us and to maintain this information strictly confidential. These third parties may, however, aggregate the information they collect with information from their other customers for their own purposes.

In addition, we strive to provide you with choices regarding the Personal Data you provide to us. We have created mechanisms to provide you with control over your Personal Data:

- **Tracking Technologies and Advertising.** You can set your browser to refuse all or some browser cookies, or to alert you when cookies are being sent. To learn how you can manage your Flash cookie settings, visit the Flash player settings page on Adobe's [website](#). If you disable or refuse cookies, please note that some parts of this site may then be inaccessible or not function properly.
- **Promotional Offers from Fairbanks Morse.** We will only use your contact information to promote our own or third parties' products and services with your express consent. If you wish to consent to such use, you can check the relevant box located on the form on which we collect your Personal Data or otherwise seek such consent. If you wish to change your choice, you may do so at any time by contacting us in any manner set forth in Section 17 (Contact Information). If we have sent you a promotional email, you may send us a return email asking to be omitted from future email distributions.

You can learn more about interest-based advertisements and your opt-out rights and options from members of the Network Advertising Initiative ("NAI") on its website ([www.networkadvertising.org](http://www.networkadvertising.org)) and from members of the Digital Advertising Alliance on its website ([www.aboutads.info](http://www.aboutads.info)). We do not control third parties' collection or use of your information to serve interest-based advertising. However, these third parties may provide you with ways to choose not to have your information collected or used in this way. You can also opt out of receiving targeted ads from members of the NAI on its website.

## 11. Your Rights Regarding Your Information and Accessing and Correcting Your Information

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You may have certain rights under applicable data protection laws, including the right to access and update your Personal Data, restrict how it is used, transfer certain Personal Data to another controller, withdraw your consent at any time, and the right to have us erase certain Personal Data about you. You also have the right to complain to a supervisory authority about our processing of your Personal Data.

Applicable data protection laws may provide you with certain rights with regards to our processing of your Personal Data.

- **Access and Update.** You can review and change your Personal Data by notifying us through the contact information below or through our Websites' Contact Us features of any changes or errors in any Personal Data we have about you to ensure that it is complete, accurate, and as current as possible. Please note that if you request access to your Personal Data other than through our Websites, you may be charged a fee subject to a maximum set by applicable law. We may also not be able to accommodate your request if we believe it would violate any law or legal requirement or cause the information to be incorrect.
- **Restrictions.** You have the right to restrict our processing of your Personal Data under certain circumstances. In particular, you can request we restrict our use of it if you contest its accuracy, if the processing of your Personal Data is determined to be unlawful, or if we no longer need your Personal Data for processing, but we have retained it as permitted by law.
- **Portability.** To the extent the Personal Data you provide Fairbanks Morse is processed based on your consent (or that we process it through automated means), you have the right to request that we provide you a copy of, or access to, all or part of such Personal Data in structured, commonly used and machine-readable format. You also have the right to request that we transmit this Personal Data to another controller, when technically feasible.
- **Withdrawal of Consent.** To the extent that our processing of your Personal Data is based on your consent, you may withdraw your consent at any time by notifying us through the contact information below or through our Websites' Contact Us features. Withdrawing your consent will not, however, affect the lawfulness of the processing based on your consent before its withdrawal, and will not affect the lawfulness of our continued processing that is based on any other lawful basis for processing your Personal Data.
- **Right to be Forgotten.** You have the right to request that we delete all of your Personal Data. We will only delete your information when we no longer have a lawful basis for processing your Personal Data or after a final determination that your Personal Data was unlawfully processed. We may not accommodate a request to erase information if we believe the deletion would violate any law or legal requirement or cause the information to be incorrect. In all other cases, we will retain your Personal Data as set forth in this Privacy Policy. In addition, we cannot completely delete your Personal Data as some data may rest in previous backups. These will be retained for the periods set forth in our disaster recovery policies. If you delete your User Contributions from our social media pages, copies of your User Contributions may remain viewable in cached and archived pages, or might have been copied or stored by other Websites users. Proper access and use of information provided on the Websites, including User Contributions, is governed by our [terms of use](#).



- **Complaints.** You have the right to lodge a complaint with the applicable supervisory authority in the country you live in, the country you work in, or the country where you believe your rights under applicable data protection laws have been violated. However, before doing so, we request that you contact us directly in order to give us an opportunity to work directly with you to resolve any concerns about your privacy.
- **How You May Exercise Your Rights.** You may exercise any of the above rights by contacting us through any of the methods below and through the live chat feature of our Websites. If you contact us to exercise any of the foregoing rights, we may ask you for additional information to verify your identity. We reserve the right to limit or deny your request if you have failed to provide sufficient information to verify your identity or to satisfy our legal and business requirements.

## 12. Do Not Track Signals

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We may use automated data collection technologies to track you across websites. We do honor do-not-track signals that may be sent by some browsers.

We also may use automated data collection technologies to collect information about your online activities over time and across third-party websites or other online services (behavioral tracking). Some web browsers permit you to broadcast a signal to websites and online services indicating a preference that they “do not track” your online activities.

## 13. Data Security

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Information transmitted over the Internet is not completely secure, but we do our best to protect your Personal Data.

We have implemented measures designed to secure your Personal Data from accidental loss and from unauthorized access, use, alteration, and disclosure. However, we urge you to be careful about giving out information in public areas of the Websites like our social media pages. The information you share in public areas may be viewed by any user of the Websites or such third party pages.

Unfortunately, the transmission of information via the internet is not completely secure. Although we do our best to protect your Personal Data, we cannot guarantee the security of your Personal Data transmitted to our Websites. Any transmission of Personal Data is at your own risk. We are not responsible for circumvention of any privacy settings or security measures contained on the Website.

## 14. Consent to Processing of Personal Data in the United States

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We may process your Personal Data outside of your home country, including to the United States. We only do this when we are legally permitted to do so and when we have appropriate safeguards in place to protect your Personal Data.

If you are a resident of the European Economic Area (“EEA”), in order to provide our Websites, products, and services to you, we may send and store your Personal Data outside of the EEA, including to the

United States. Accordingly, your Personal Data may be transferred outside the country where you reside or are located, including to countries that may not or do not provide an adequate level of protection for your Personal Data.

Your Personal Data is transferred by Fairbanks Morse to another country only if it is required or permitted under applicable data protection law and provided that there are appropriate safeguards in place to protect your Personal Data. By using our Websites, you represent that you have read and understood the above and hereby consent to the storage and processing of Personal Data that you provide directly to us on our Websites. To ensure your Personal Data (other than Personal Data you provide directly to us on our Websites) is treated in accordance with this Privacy Policy, Fairbanks Morse uses Data Protection Agreements between Fairbanks Morse and all other recipients of your data that include, where applicable, the Standard Contractual Clauses adopted by the European Commission (the “**Standard Contractual Clauses**”). The European Commission has determined that the transfer of Personal Data pursuant to the Standard Contractual Clauses provides for an adequate level of protection of your Personal Data. Under these Standard Contractual Clauses, you have the same rights as if your data was not transferred to such third party. You may request a copy of the Data Protection Agreement by contacting us through the contact methods below.

## **15. Data Retention Periods**

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We retain your Personal Data for an infinite amount of time. In some instances, we may keep your data for:

- on our backup and disaster recovery systems;
- for as long as necessary to protect our legal interests; and
- and to comply with other legal requirements.

Fairbanks Morse will retain your personal data for an infinite amount of time. In some instances, we may keep your Personal Data for:

- for as long as necessary to comply with any legal requirement;
- on our backup and disaster recovery systems in accordance with our backup and disaster recovery policies and procedures;
- for as long as necessary to protect our legal interests or otherwise pursue our legal rights and remedies; and
- for data that has been aggregated or otherwise rendered anonymous in such a manner that you are no longer identifiable, indefinitely.

## **16. Changes to Our Privacy Policy**

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We will post any changes to our Privacy Policy on our Websites. If we make material changes to our Privacy Policy, we may notify you of such changes through your contact information and invite you to review (and accept, if necessary) the changes.

We may change this Privacy Policy at any time. It is our policy to post any changes we make to our Privacy Policy on this page with a notice that the Privacy Policy has been updated on the Websites’ home page. If we make material changes to how we treat our users’ Personal Data, we will notify you by

email to the through a notice on the Websites' home page. The date this Privacy Policy was last revised is identified at the top of the page. You are responsible for ensuring we have an up-to-date active and deliverable email address for you, and for periodically visiting our Websites and this Privacy Policy to check for any changes.

## **17. Contact Information**

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If you wish to contact us, you must contact both us and our representative through the contact information below or through the "Contact Us" page on our Websites.

If you have any questions, concerns, complaints, or suggestions regarding our Privacy Policy, have any requests related to your Personal Data pursuant to applicable laws, or otherwise need to contact us, you may contact us using the contact information below or through the "Contact Us" page on our Websites.

### **To Contact Fairbanks Morse (Controller)**

Fairbanks Morse  
701 White Ave.  
Beloit, WI 53511 USA  
1-800-356-6955  
FM.Marketing@fairbanksmorse.com