



## **Personal Information Privacy Policy**

### **Introduction**

Diamond International Trucks (DIT) is committed to protecting your privacy and the confidentiality of your personal information. In order to comply with privacy legislation, we have developed this Privacy Policy. Any personally identifiable information about a customer\* is considered personal information ("Personal Information") and will be treated in accordance with this Privacy Policy.

### **Identified Purposes**

DITL only collects, uses, and discloses Personal Information for the following purposes:

- Administering your account(s);
- Offering and providing products or services to you;
- Establishing and maintaining communications with you;
- Verifying your identity;
- Complying with the law or the requests of law enforcement agencies or regulators; and
- Notifying you or allowing our affiliated companies to notify you of certain products or services offered by our affiliate companies.

### **Consent**

Your knowledge and consent of DIT'S collection, use and disclosure of your Personal Information is critical. We rely on the following actions by you as indications of your consent to our existing and future Personal Information practices: Your voluntary provision of Personal Information directly to DIT or through a third party for the purpose of acquiring related product or services (including information previously provided to DIT), or your consent given through your authorized representative such as a legal guardian, agent or holder of a power of attorney. Subject to certain legal or contractual restrictions and reasonable notice, you may withdraw this consent at any time. DIT will inform you of the consequences of withdrawing your consent. In some cases, refusing to provide certain Personal Information or withdrawing consent for DIT to collect, use or disclose your Personal Information could mean that we cannot provide you with products, services, or information. If you wish to withdraw your consent to be notified of marketing initiatives by us or our affiliates for products or services, please contact our Privacy officer, Allison Lecavalier, at 780-454-1541.

### **Limiting Collection, use, disclosure and retention of personal information**

DIT will only collect, use or disclose Personal Information that is necessary for the identified Purposes or as required by law. If we require Personal Information for any other purpose, you will be notified of the new purpose, and subject to your consent, that new purpose will become an Identified Purpose. DIT will only collect Personal Information by fair and lawful means. We will retain Personal Information only as long as necessary for the fulfillment of the Identified Purposes.

### **Accuracy**

DIT will maintain your Personal Information as accurate, complete and up-to-date as is necessary for the Identified Purposes.

### **Safeguards**

DIT will protect your Personal Information by security safeguards appropriate to the sensitivity of the information. Safeguards will vary depending on the sensitivity, format, location, and storage of the Personal Information.

### **Accountability, openness and customer access**

DIT is responsible for all Personal Information under its control and has a designated Privacy Officer, Allison Lecavalier, who is accountable for DIT's compliance with this Privacy Policy. A copy of this Privacy Policy (and any future updates) can be obtained from our Website at [www.dit.ca](http://www.dit.ca). If you have any questions about this Privacy Policy or your Personal Information, please contact our Privacy Officer, Allison Lecavalier, at 780-454-1541. When you call us, we may confirm your identity by asking you to confirm certain Personal Information, and you may be directed to send us certain requests in writing.

\*In this policy "customer", "you" or "your" includes any individual who has requested, applied for or been supplied with products and services by DIT. Including any other individual for whom the customer has acted as agent, guardian or representative.