



DKTek Website Privacy Policy

At DKTek we are committed to maintaining the accuracy, confidentiality and security of your personal information. We have developed this Website Privacy Policy to describe our privacy policies and practices and how we collect, use and disclose the personal information of those individuals who visit our website. We have developed other documents that describe our privacy policies and practices with respect to our employees and with respect to our customers, suppliers and other parties with whom we interact. Our External Privacy Policy is available at http://www.dktek.com/external_privacy_policy.pdf.

Organizations Covered by this Policy

This Privacy Policy applies to and governs the Canadian activities of DKTek Software Corporation. All references in this Privacy Policy to "DKTek", "we", "us", "our" and like terms should be interpreted accordingly.

What is Personal Information?

For the purposes of this Privacy Policy, personal information is any information about an identifiable individual, other than the person's business title or business contact information when used or disclosed for the purpose of business communications.

What Personal Information Do We Collect?

You can visit our website without telling us who you are or revealing any information about yourself, including your e-mail address. Our web server may collect information related to your visit to our website, including the IP address and domain used to access our website, the type and version of your browser, the website you came from to access our website, the page you entered and exited at, any website page that is viewed by that IP address and what country you are from. We use this information to monitor our website's performance (such as number of visits, average time spent, page views, etc.) and for our business purposes such as working to continually upgrade our website.

In addition, we collect the personal information that you submit to our website, such as your name, address and any other contact or other information that you choose to provide by:

- using the "contact us" portion of this website;
- by corresponding with a representative of DKTek via e-mail using the hyperlinks created for that purpose; or
- signing up for an account on our discussion forum.

Where you request information from us, we may use the e-mail address that you provide to send you information about offers on products and services that we believe may be of interest to you. If you have asked us to put you on an e-mail mailing list to provide you with certain information on a regular basis, or if we send you information about our offers on products and services by e-mail, you may ask us to remove you from the list at any time (using the unsubscribe instructions provided with each e-mail and on the site where you signed up).

How Do We Use Cookies?

Like most websites, we may also employ cookie technology to help users move faster through our website. A cookie is a string of information that may be sent by a website and stored on your hard drive or temporarily in your computer's memory. Most web browsers are initially set up to accept cookies. If you prefer, you can reset your browsers to notify you when you have received a cookie, or to refuse acceptance of cookies altogether. While we do not require that you use cookies, if we choose to employ cookie technology you should understand that certain areas of this website may not function properly or may be considerably slower if you set your browser to refuse all cookies or if you have rejected a cookie.

Why Do We Collect, Use, and Disclose Personal Information?

The personal information collected is used and disclosed for our business purposes, including for those purposes explained in this policy and in our External Privacy Policy.

Your personal information is shared with our employees, contractors, consultants, affiliates and other parties who require such information to assist us with establishing, maintaining and managing our relationship with you. In addition, personal information may be disclosed or transferred to another party in the event of a change in ownership of, or a grant of a security interest in, all or a part of DKTek.

We may collect, use or disclose your personal information without your knowledge or consent where we are permitted or required by applicable law or regulatory requirements to do so.

Your Consent is Important to Us

By using our website, we assume that you have consented to the collection, use and disclosure of your personal information as explained in this Privacy Policy.

You may change or withdraw your consent at any time, subject to legal or contractual restrictions and reasonable notice, by contacting our Privacy Officer using the contact information set out below. In some circumstances, a change in or withdrawal of consent may severely limit our ability to provide products or services to, or acquire products or services from, you. All communications with respect to such withdrawal or variation of consent should be in writing and addressed to our Privacy Officer.

How is Your Personal Information Protected?

DKTek endeavours to maintain physical, technical and procedural safeguards that are appropriate to the sensitivity of the personal information in question. These safeguards are designed to prevent your personal information from loss and unauthorized access, copying, use, modification or disclosure.

Unfortunately, no data transmission over the Internet can be guaranteed to be 100% secure. As a result, while this website strives to protect your personal information, we cannot warrant the security of any information you transmit to us, and you do so at your own risk. Once this website receives your transmission, we make commercially reasonable efforts to ensure its security on our systems.



Updating Your Personal Information

It is important that the information contained in our records is both accurate and current. If your personal information happens to change during the course of our relationship, please keep us informed of such changes.

In some circumstances we may not agree with your request to change your personal information and will instead append an alternative text to the record in question.

Access to Your Personal Information

You can ask to see the personal information that we hold about you. If you want to review, verify or correct your personal information, please contact our Privacy Officer using the contact information set out below. Please note that any such communication must be in writing. For information on accessing your information, please see our External Privacy Policy.

In the event that we cannot provide you with access to your personal information, we will endeavour to inform you of the reasons why, subject to any legal or regulatory restrictions.

Inquiries or Concerns?

If you have any questions or concerns about our Privacy Policies please contact our Privacy Officer.

Privacy Officer
DKTek Software Corporation
105 – 150 Crowfoot Cr. N.W.
Calgary, Alberta T3G 3T2

(403) 703-9853
privacy@dktek.com

Interpretation of this Privacy Policy

This Website Privacy Policy includes examples but is not intended to be restricted in its application to such examples, therefore where the word 'including' is used, it shall mean 'including without limitation'. This Website Privacy Policy only applies in respect of those activities that are subject to the provisions of Canada's federal and provincial privacy laws, as applicable.