



## **PRIVACY STATEMENT**

At **WESCO Distribution Canada** we are committed to protecting your privacy, and support a general policy of openness about how we collect, use and disclose your personal information.

The purpose of this Privacy Statement is to inform you about **WESCO Distribution Canada's** practices relating to the collection, use and disclosure of personal information that may be provided through access to or use of our websites or services and related products or that may otherwise be collected by us. By purchasing our products or using our services or website, you consent to the collection, use and disclosure of your personal information (as defined below) in accordance with the following terms and conditions.

This Privacy Statement also explains how you can contact us if you have a question about, want to make a change to or delete any personal information that **WESCO Distribution Canada** may be holding about you. We strongly recommend that you take the time to read this Privacy Statement and retain it for future reference.

### **Personal Information**

For the purpose of this Privacy Statement, "personal information" means information about an identifiable individual, but does not include the name, title or business address or telephone number of an employee of an organization.

### **What Personal Information We Collect**

The personal information collected may include at least some of the following:

- Contact information (such as name, address, e-mail address and telephone number in a non-business capacity);
- Proof of identity (such as a signature or driver's license number);
- Financial and billing information (such as credit card number/expiration date and credit history); and
- Demographic information (such as age, education and occupation).

### **How We Use Your Personal Information**

We may use your personal information to:

- Provide you with personalized services and interactive communication;
- Provide you with timely and reliable services;
- Do all the things necessary to administer those services;
- Research, develop, manage, protect and improve those services;
- Advise you about new products and services that may be of interest to you;
- Develop and maintain our relationship with you and communicate with you;
- Bill you for our products and services;
- Collect outstanding debts;



- Assist in the investigation of a contravention of a law; and
- Act in respect of an emergency that threatens the life, health or security of an individual.

### **When We Disclose Your Personal Information**

Except with your consent, we will not sell, license, trade or rent your personal information to or with others.

**WESCO Distribution Canada** may share personal information with third parties engaged to assist us in providing services to you or to carry out one or more of the purposes described above. These service providers are prohibited from using your personal information for any purpose other than to provide this assistance and are required to protect personal information disclosed by **WESCO Distribution Canada** and to comply with the general privacy principles describes in this Privacy Statement.

**WESCO Distribution Canada** reserves the right to disclose personal information to a third party if a law, regulation, search warrant, subpoena or court order legally requires or authorizes us to do so.

**WESCO Distribution Canada** also reserves the right to disclose and/or transfer personal information to a third party in the event of a proposed or actual purchase, sale, lease, merger, amalgamation or any other type of acquisition, disposal or financing of all or any portion of **WESCO Distribution Canada** or of any of the business or assets or shares of **WESCO Distribution Canada** or a division thereof in order for you to continue to receive the same products and services from the third party.

### **Knowledge and Consent**

**WESCO Distribution Canada** collects personal information about you only when you voluntarily provide it. Typically, we will seek consent for the use or disclosure of your personal information at the time of collection. In certain circumstances, consent may be sought after the information has been collected but before use (for example, when we want to use information for a purpose not previously identified).

The form of consent that we seek, including whether it is express or implied, will largely depend on the sensitivity of the personal information and the reasonable expectations of the individual in the circumstances.

You may withdraw consent at any time, subject to legal or contractual restrictions and reasonable notice. If you wish to withdraw your consent at any time, please contact Privacy Officer at 905-420-7548 x223 or [privacyofficercanada@wescodist.com](mailto:privacyofficercanada@wescodist.com). We will inform you of the implications of withdrawing consent.

We will not, as a condition of the supply of a product or service, require you to consent to the collection, use or disclosure of information beyond that required to fulfill the explicitly specified and legitimate purposes for which the information is being provided.



### **Use or Disclosure for Marketing Purposes**

If you have not opted out of receiving marketing materials, we may also use business contact information to promote and market additional goods, services and special offers from us and our affiliates including by means of direct marketing. We may also disclose your name and mailing address to these affiliates and/or third party business associates so that they can send you promotional materials directly.

You can choose not to allow us to use or disclose your business information for direct marketing purposes by contacting us as outlined below (see "Contacting Us").

### **Cookies**

When you visit our website, we may place a text file called a "cookie" in the browser directory of your computer's hard drive. A cookie is a small piece of information that a website can store on your web browser and later retrieve. Some browsers can be set to reject all cookies. If you choose to modify your browser in this manner, some pages of this website may not function properly.

### **How We Protect Your Personal Information**

**WESCO Distribution Canada** makes all commercially reasonable efforts to ensure that personal information collected from you is protected against loss and unauthorized access. This protection applies in relation to information stored in both electronic and hard copy form. Access to your personal information is restricted to selected employees or representatives. In addition, **WESCO Distribution Canada** employs generally accepted information security techniques, such as firewalls, access control procedures and cryptography, to protect personal information against loss and unauthorized access.

### **Links to Third Party Sites**

This website may offer links to other third party websites. You should be aware that operators of linked websites may also collect your personal information (including information generated through the use of cookies) when you link to their websites. **WESCO Distribution Canada** is not responsible for how such third parties collect, use or disclose your personal information, so it is important to familiarize yourself with their privacy policies before providing them with your personal information.

### **Retention of Your Personal Information**

**WESCO Distribution Canada** retains your personal information for as long as necessary to fulfill the purpose(s) for which it was collected and to comply with applicable laws, and your consent to such purposes(s) remains valid after termination of our relationship with you.



### **Changes to this Privacy Statement**

**WESCO Distribution Canada** reserves the right to modify this Privacy Statement at anytime without notice. The Privacy Statement posted at any time or from time to time via this website shall be deemed to be the Privacy Statement then in effect.

### **Correcting or Updating Your Information**

You can help us maintain the accuracy of your personal information by notifying us of any changes to this information. You may contact **WESCO Distribution Canada** in any one of the following ways to request access to or correction or update of your personal information:

- E-mail:           • [privacyofficercanada@wescodist.com](mailto:privacyofficercanada@wescodist.com)
  
- Send Mail:       • 1400 Bayly Street  
                    • Office Mall One, Ste 14A  
                    • Pickering, ON L1W 3R2
  
- Telephone:      • 905-420-7548 x 223
  
- Fax:              • 905-420-7599

### **Contacting Us**

In the event that you have any questions about **WESCO Distribution Canada** 's Privacy Statement or if you have reason to believe that **WESCO Distribution Canada** may have failed to adhere to this Privacy Statement, you may call us at 1- 905-420-7548 x223 or send e-mail to: [privacyofficercanada@wescodist.com](mailto:privacyofficercanada@wescodist.com)