

# Privacy Policy

## OVERVIEW

- We understand that, when you sign-up, a mobile application and web-based solution platform from LafargeHolcim Bangladesh Limited, and use our services, you trust us with your information and data. Ensuring the privacy and security of the information that you share with us is one of our top priorities. This Privacy Policy provides you with information on when and how we collect, retain, use, transmit and/or protect information that you share with us via the website, mobile application or any other platforms owned or operated by The Company, and the other privacy practices and your choices regarding these information.

## COOKIES

- If you visit our login page, we will set a temporary cookie to determine if your browser accepts cookies. This cookie contains no personal data and is discarded when you close your browser.
- When you log in, we will also set up several cookies to save your login information and your screen display choices. Login cookies last for two days, and screen options cookies last for a year. If you select "Remember Me", your login will persist for two weeks. If you log out of your account, the login cookies will be removed.

## EMBEDDED CONTENT FROM OTHER WEBSITES

- These websites may collect data about you, use cookies, embed additional third-party tracking, and monitor your interaction with that embedded content, including tracking your interaction with the embedded content if you have an account and are logged in to that website.

## WHO WE SHARE YOUR DATA WITH

- If you request a password reset, your IP address will be included in the reset email.

## HOW LONG WE RETAIN YOUR DATA

- For users that register on our website (if any), we also store the personal information they provide in their user profile. All users can see, edit, or delete their personal information at any time (except they cannot change their username). Website administrators can also see and edit that information.

## WHAT RIGHTS YOU HAVE OVER YOUR DATA

- If you have an account on this site, you can request to receive an exported file of the personal data we hold about you, including any data you have provided to us. You can also request that we erase any personal data we hold. This does not include any data we are obliged to keep for administrative, legal, or security purposes.

## YOUR RESPONSIBILITY

- You shall at all times be responsible for the protection of your account ID, log-in password and reset information, and all other sensitive and personal information that you provide to us (for instance, copy of the nation ID card or passport).