

Privacy Policy

Introduction

Protecting your privacy and the confidentiality of your personal information -- over the Internet, on the telephone, or through our offices - has always been fundamental to the way we do business at Canada's Log People. We operate on the basis of a Privacy Policy and related procedures that guide the handling of the personal information we collect. This policy and related procedures are consistent with the Canadian Standards Association Model Code for the Protection of Personal Information (herein "CSA Model Code") and applicable privacy legislation. (Federal - Personal Information Protection and Electronic Documents Act (PIPEDA) in January 2001; BC Bill 38, the Personal Information Protection Act (PIPA), on April 30, 2003. This Act came into effect on January 1, 2004.)

Privacy Statement

This policy deals only with personal information handled by Canada's Log People. Personal information is information about an identifiable individual, excluding business contact information. The following explains how we handle personal information. We reserve the right to change this policy and updated the policy periodically.

Accountability

Canada's Log People is accountable for all personal information under its control. Our privacy Officer is our Manager who is designated as responsible for our privacy policy. The Privacy Officer can be reached by:

- e-mail, at Office@CanadasLogPeople.com
- telephone, at 250-791-5222
- fax, at 250-791-5598
- mail, at Box 1981, 100 Mile House, BC, Canada, V0K-2E0

Any questions about our handling of personal information should be directed to the privacy officer. Purpose of Personal Information

The purpose for which we collect any personal information will be identified at or before the time the information is collected. We may collect personal information for the purposes of:

providing your contact information to Canada's Log People's staff and/or affiliates to process your requests for more information, and/or facilitating any projects that you may have engaged us for.

We will not use personal information for any other purpose than to above or as identified at or before the time of collection. At any time, you may request, in writing, that Canada's Log People NOT give out your personal information and business contact information for any or all of the above reasons.

Consent

Canada's Log People seeks consent for all personal information we collect, use and disclose through information provided to individuals prior to collection, or at the time of collection.

If you have voluntarily provided information, you have consented to the collection, use and disclosure of your personally identifiable information as described in this privacy policy. As required by the CSA Model Code, we will not use personal information for any purpose other than the above reasons, or that for which you consented. Should we require personal information for a new purpose, we will contact you to seek consent for that new use.

Limits for Collecting, Using, Disclosing and Keeping Personal Information

We do not collect, use or disclose personal information of individuals except for the above reasons, and/or when you give informed consent and provide the information on a voluntary basis. There may be occasions where more specific personal information is necessary for us to proceed with a request for information, or provide you with a product or service. In such cases, we will provide you with a description of the information we need. In all cases, Canada's Log People limits the amount and type of information collected to only the personal information that is required to provide you with the requested information, product, or service.

We retain personal information only as long as is necessary to provide the you with the requested product, service or information and delete or destroy this information after that time. In some cases, however, legal reporting and retention requirements necessitate that we retain information for a specific amount of time. In general, we retain information for a period not longer than 5 years.

Canada's Log People does not sell or trade any personal information with third parties, except as indicate above. We may transfer information to service providers where information processing is outsourced by us in the course of our administrative procedures or customer services in specific cases. Where personal information is transferred to a service provider for processing, we require the service provider to respect our Privacy Policy and we restrict them from using or disclosing personal information transferred to them for any purpose other than the provision of services to us.

Any personal information that we retains is kept in such a manner as to ensure its security and confidentiality at all times.

Safeguarding Personal Information

We respect the privacy of our customers, partners, potential website visitors and internet users and will protect that privacy as vigorously as possible. We store personal information in electronic and physical files that are secure. Our security measures include: locks on our filing cabinets, firewalls, passwords to restricted access to records and to equipment, including computers. Unfortunately, no data transmission over the Internet can be guaranteed to be 100% secure. As a result, we cannot ensure or warrant the security of any information you transmit to us or receive from us electronically. This is especially true for information you transmit to us via e-mail. We have no way of protecting that information until it reaches us. Once we receive your transmission, we make our best efforts to ensure its security on our servers.

Accuracy of and Access to Personal Information Collected

We will make every effort to keep personal information as accurate, complete, current and relevant as necessary for our identified purposes. It will be up to you as the owner of the information to provide us with updates as needed to ensure our information is accurate.

Canada's Log People makes our Privacy Policy and related procedures readily available to individuals. Any questions about the handling of your personal information can be raised by writing to our Privacy Officer.

At your written request, you may view or edit your personal information as collected by Canada's Log People. We will inform you of what personal information we have about you, what it is being used for and, in cases where it has been disclosed, to whom it has been disclosed. There may be exceptional circumstances under which we may not be able to give you access to the personal information about you. In this case we will explain the reason for this lack of access, as provided by the CSA Model Code.

To make a request, please send a letter over your signature addressed to our Privacy Officer at the address indicated above. In your request, please include the following information: your name, contact details, Company or business name, the nature of your request, including whether you wish to view and/or edit information or inquire regarding use and/or disclosure.

We will reply to your request in thirty days after receipt of the request, or if we are not able to respond within this time period, we will send you a notice of extension. If we are not able to disclose all the personal information we hold on you, we will give you a reason for our inability to do so, unless prohibited by law.

Questions

Any questions or comments about Canada's Log People's handling of personal information should be directed to our privacy officer.