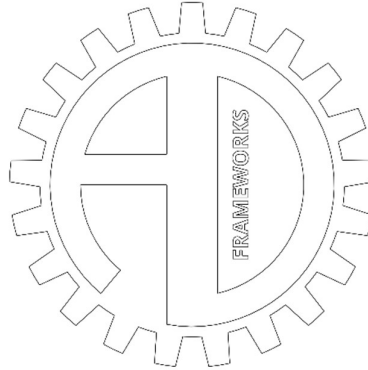


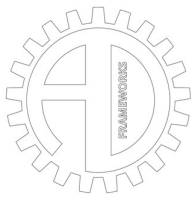
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E. enquiries@adframeworks.com
W. adframeworks.com

Privacy Policy

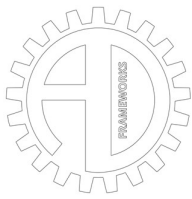


1st January 2022



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1. About this Policy

At AD Frameworks, we're committed to protecting and respecting your privacy. This Policy explains when and why we collect personal information about people who visit our website, how we use it, the conditions under which we may disclose it to others and how we keep it secure. We may change this Policy from time to time so please check this page occasionally. By using our website, you're agreeing to be bound by this Policy. Any questions regarding this Policy and our privacy practices should be sent by email to enquiries@adframeworks.com.

2. Who are we?

AD Frameworks is a sustainability consultancy which focuses on diving efficiency through optimising mechanical, electrical and plumbing systems, their controls and relevant utility monitoring. Providing development frameworks to further optimise utility utilisation as part of a long-term sustainability strategy. We are based in the United Kingdom and provide services within this country.

3. What personal information do we collect from you?

The personal information we collect might include your name, address, email address, IP address, and information regarding what pages are accessed and when.

4. When do we collect information?

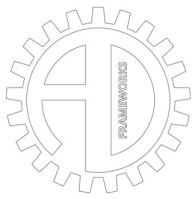
We collect information from you when you access our site, register on our site, subscribe to a newsletter, fill out a form, open a support ticket or enter information on our site.

5. How do we use your information?

We may use the information we collect from you when you register, sign up for our newsletter, respond to a survey or marketing communication, surf the website, or use certain other site features in the following ways:

- To personalise your experience and to allow us to deliver the type of content and product offerings in which you are most interested.
- To improve our website in order to better serve you.
- To allow us to better service you in responding to your customer service requests.
- To administer a contest, promotion, survey or other site feature.
- To send you communications regarding your order or other products and services.
- To follow up with them after correspondence (live chat, email or phone inquiries).
- To process orders that you have submitted.
- To carry out our obligations arising from any contracts entered into by you and us.

We review our retention periods for personal information on a regular basis. We are legally required to hold some types of information to fulfil our reporting obligations. We will hold your personal information on our systems for as long as is necessary for the relevant activity, or as long as is set out in any relevant contract you hold with us.



6. How do we protect your information?

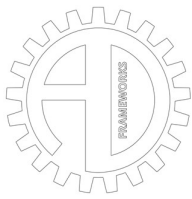
We only provide articles and information. We never ask for credit card numbers. Your personal information is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems and are required to keep the information confidential. We implement a variety of security measures when a user places an order to maintain the safety of your personal information. However, please keep in mind that non-sensitive details (your email address etc.) are transmitted normally over the Internet, and this can never be guaranteed to be 100% secure. As a result, while we strive to protect your personal information, we cannot guarantee the security of any information you transmit to us, and you do so at your own risk. Once we receive your information, we make our best effort to ensure its security on our systems. Where we have given (or where you have chosen) a password which enables you to access certain parts of our websites, you are responsible for keeping this password confidential. We ask you not to share your password with anyone.

7. Do we use 'cookies'?

Yes. 'Cookies' are small pieces of information sent by an organisation to your computer and stored on your hard drive to allow that website to recognise you when you visit. They are also used to help us understand your preferences based on previous or current site activity, which enables us to provide you with improved services. We also use cookies to help us compile aggregate data about site traffic and site interaction so that we can offer better site experiences and tools in the future. We, along with third-party vendors such as Google, use first-party cookies (such as the Google Analytics cookies) and third-party cookies (such as the DoubleClick cookie) or other third-party identifiers together to compile data regarding user interactions with ad impressions and other ad service functions as they relate to our website. You can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies. You do this through your browser settings. Since browsers are a little different, look at your browser's Help Menu to learn the correct way to modify your cookies. If you turn cookies off, some of the features that make your site experience more efficient may not function properly. It won't affect the user's experience that makes your site experience more efficient and may not function properly.

8. Who has access to your information?

We do not sell, rent, trade, or otherwise transfer to outside parties your personal information. We will not share your information with third parties for marketing purposes. Third Party Service Providers working on our behalf: We may pass your information to our third-party service providers, agents subcontractors and other associated organisations for the purposes of completing tasks and providing services to you on our behalf. However, when we use third party service providers, we disclose only the personal information that is necessary to deliver the service and we have a contract in place that requires them to keep your information secure and not to use it for their own direct marketing purposes. We will not release your information to third parties for them to use for their own direct marketing purposes, unless you have requested us to do so, or we are required to do so by law, for example, by a court order or for the purposes of prevention of fraud or other crime. We may transfer your personal information to a third party as part of a sale of some or all of our business and assets to any third party or as part of any business restructuring or reorganisation, or if



we're under a duty to disclose or share your personal data in order to comply with any legal obligation or to enforce or apply our terms of use or to protect the rights, property or safety of our supporters and customers. However, we will take steps with the aim of ensuring that your privacy rights continue to be protected.

9. Third-party links

We do not include or offer third-party products or services on our website. However, our website may contain links to other websites run by other organisations. This privacy policy applies only to our website, so we encourage you to read the privacy statements on the other websites you visit. We cannot be responsible for the privacy policies and practices of other sites even if you access them using links from our website.

10. Your choices

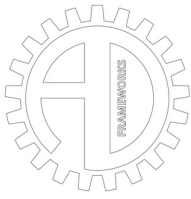
You have a choice about whether or not you wish to receive information from us. If you do not want to receive direct marketing communications from us, you can select your choices by ticking the relevant boxes situated on the form on which we collect your information. We will not contact you for marketing purposes by email, phone or text message unless you have given your prior consent. You can change your marketing preferences at any time by contacting us by email: enquiries@adframeworks.com. The accuracy of your information is important to us. We're working on ways to make it easier for you to review and correct the information that we hold about you. In the meantime, if you change email address, or any of the other information we hold is inaccurate or out of date, please email us at: enquiries@adframeworks.com. You have the right to ask for a copy of the information AD Frameworks hold about you (we may charge you for information requests to cover our costs in providing you with details of the information we hold about you).

11. Transferring your information outside of Europe

As part of the services offered to you through this website, the information which you provide to us may be transferred to countries outside the European Union ("EU"). By way of example, this may happen if any of our servers are from time to time located in a country outside of the EU. These countries may not have similar data protection laws to the EU. By submitting your personal data, you're agreeing to this transfer, storing or processing. If we transfer your information outside of the EU in this way, we will take steps to ensure that appropriate security measures are taken with the aim of ensuring that your privacy rights continue to be protected as outlined in this Policy. If you use our services while you are outside the EU, your information may be transferred outside the EU in order to provide you with those services.

12. Children

We are concerned to protect the privacy of children aged 13 or under. If you are aged 13 or under, please get your parent/guardian's permission beforehand whenever you provide us with personal information.



13. Breaches

We will take the following responsive action, should a breach of our obligations according to this Privacy Policy occur: We will notify the users via in-site notification; and We will notify the competent supervisory authority according to deadlines implied by applicable law.

14. Review of this Policy

We keep this Policy under regular review. This Policy was last updated in April 2023