



# CYTOTRONICS, INC.

## WEBSITE PRIVACY POLICY

June 2023

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## I. POLICY OVERVIEW

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### 1. INTRODUCTION

CytoTronics, Inc., its subsidiaries, and its affiliates (collectively, “CytoTronics”, the “Company”, “we,” “our” or “us”) is committed to protecting the privacy rights of its consumers.

This privacy policy (“Privacy Policy”) sets forth our policies regarding the collection, use and disclosure of certain personally identifiable information (“Personal Information”) relating to an individual’s use of this website. Your use of this website signifies your understanding and acceptance of the terms of this Privacy Policy.

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### 2. AMENDMENTS

CytoTronics reserves the right to make changes to this Privacy Policy, where deemed necessary, or permitted under law or regulation. If there are any material changes in our privacy practices, or changes in applicable privacy laws or regulations, we will revise this Privacy Policy to reflect such changes. To the extent practical, we will provide advance notice of any changes, however, we may be unable to do so if the revisions are in response to legal or regulatory changes or guidance.

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## II. DATA PROCESSING

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### 1. INFORMATION WE COLLECT AND HOW WE COLLECT IT

Personal Information means any information by which you can be identified (e.g., full name, postal address, e-mail address, IP address and telephone number).

CytoTronics may gather Personal Information about you in order to respond to your requests and provide you with appropriate information about CytoTronics’s products, services, and events. The information may be collected and used in the following ways:

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### 2. REQUESTS FOR INFORMATION

If you register on our website, to request general information about CytoTronics’s products, services, and events, you may be required to provide Personal Information. CytoTronics may use this information to respond to your requests, including retaining information in order to better respond to further requests or inquiries we receive from you. CytoTronics may also send you information from time to time regarding products; services and events that we think may be of interest to you.

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### 3. CONTACTING US BY EMAIL

When you send CytoTronics an email from our website, you may be required to provide Personal Information. CytoTronics may use this information to respond to your requests, including retaining the information you provide, the content of your e-mail, our response, and any follow-up questions and

further requests and inquiries you may have. CytoTronics may also use information sent by email for market research and to improve our products and services.

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#### 4. EMPLOYMENT

If you choose to apply for employment with CytoTronics online, you will be required to provide Personal Information. CytoTronics will only use this information to match you with available employment opportunities within CytoTronics.

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#### 5. COOKIES & SIMILAR TECHNOLOGIES

A cookie is a file containing an identifier (a string of letters and numbers) that is sent by a web server to a web browser and is stored by the browser. The identifier is then sent back to the server each time the browser requests a page from the server. Cookies do not typically contain any information that personally identifies a user, but personal information that we store about you may be linked to the information stored in and obtained from cookies.

Cookies may be either "persistent" cookies or "session" cookies. A persistent cookie will be stored by a web browser and will remain valid until its set expiry date, unless deleted by the user before the expiry date. A session cookie will expire at the end of the user session when the web browser is closed.

##### COOKIES WE MAY USE

CytoTronics may use cookies for:

- **Authentication:** to identify you when you visit our website and as you navigate our website
- **Status:** to help us to determine if you are logged into our website
- **Personalization:** to store information about your preferences and to personalize the website for you
- **Security:** to protect user accounts, including preventing fraudulent use of login credentials, and to protect our website and services generally
- **Advertising:** to help us to display advertisements that will be relevant to you
- **Analysis:** to help us to analyze the use and performance of our website and services
- **Consent:** to store your preferences in relation to the use of cookies more generally

##### MANAGING COOKIES

Most browsers allow you to refuse to accept cookies and to delete cookies. Disabling all cookies may have a negative impact upon the usability of many websites. If you disable cookies, you may not be able to use all the features on our website. For information on how to disable cookies, please visit the Help section of your web browser.

##### OTHER WEB TECHNOLOGIES

CytoTronics may opt to use technology that lets us know what type of browser you are using, the website from which you enter our website, and the pages you view as you visit the website. This technology does not identify you personally, however it may help us compile aggregate statistics about our guests and

their use of our website. We may use these statistics to improve our website design and content, and to prepare and deliver our marketing programs and materials.

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## 6. CATEGORIES OF PERSONAL INFORMATION PROCESSED

CytoTronics may process the following type of Personal Information:

- First & Last Names
- Job Titles
- Birth Dates
- Age
- Gender
- Ethnicity
- Home Addresses
- Email Addresses (Personal & Business)
- Phone Numbers (Personal & Business)
- Government-Issued Identifications (Passport, Driver's License, etc.)
- Social Security Numbers
- Employer Identification Number
- Tax Identification Number
- Tax Returns or Forms
- Financial Account Numbers
- Credit or Debit Payment Card Numbers
- Compensation & Benefits Data
- Workers Compensation Claim Data
- Medical Data
- Education Data
- Dependent or Beneficiary Data
- Usernames & Passwords
- IP Addresses
- Cookie or other Analytical Data from our Website
- Web Browsing or Search History
- Any other personal information that you may disclose to us

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## 7. PURPOSES FOR PROCESSING

CytoTronics processes the Personal Information of its Consumers for one or more of the following purposes:

- **Contract:** Processing is necessary for the performance of a contract to which the Consumer is party or in order to take steps at the request of the consumer prior to entering into a contract
- **Legal Obligation:** Processing is necessary for compliance with CytoTronics's legal obligation
- **Business Purpose:** Customer relationship outreach for news, events, enhancements

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## 8. CONSENT

Where consent is required, CytoTronics shall ensure consent is obtained in a manner that is consistent with applicable privacy laws or regulations, such as the CCPA.

# III. DATA MANAGEMENT

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## 1. THIRD PARTY LINKS

This website may contain links to other websites maintained by third parties over whom CytoTronics has no control. When you click on one of those links, you are accessing a website that is not owned, operated, or controlled by CytoTronics, and your visits to those websites are not covered by this Privacy Policy. The operator of such website may have its own privacy policy and that policy will govern the collection and

use of your data on that website. CytoTronics does not share your Personal Information with these parties and is not responsible for their privacy policies.

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## 2. DATA RETENTION

To ensure fair processing, Personal Information will not be retained by CytoTronics for longer than necessary in relation to the purposes for which it was originally collected, or for which it was further processed. This takes into account the legal and contractual requirements, both minimum and maximum.

## IV. DATA PROTECTION

CytoTronics has technical, administrative, and physical safeguards in place to protect your personal information from unauthorized access, disclosure, alteration, or destruction. Please contact us at [contact@cytotronics.com](mailto:contact@cytotronics.com) or more information on the Firm's security practices and procedures.

## V. DATA TRANSFERS

Data transfers refer to the movement of Personal Information from CytoTronics to a third party. Data transfers may occur locally, nationally, or internationally.

CytoTronics will not share your Personal Information with third parties, except as follows:

- CytoTronics will share your Personal Information with others when you have given us permission to do so in writing.
- CytoTronics will disclose Personal Information without your permission when we believe in good faith that such disclosure is required by law or is necessary to investigate and protect against harmful activity to CytoTronics, its customers, its employees and others, or its property, including this website.
- If CytoTronics or a substantial part of its assets are transferred to another entity (by merger, consolidation, sale or bankruptcy process), Personal Information may be one of the assets transferred.
- CytoTronics may share aggregate data developed from Personal Information with third parties for research, education or marketing purposes. Such aggregate data will not include any information that can be used to identify any particular individual.

## VI. CONSUMER RIGHTS & REQUESTS

Consumers may exercise the following rights over their Personal Information pursuant to applicable privacy regulation:

- Right to access your personal information or request information regarding your personal information
- Right to opt out of the sale of your personal information
- Right to request erasure of your personal information

- Right to data portability/receive the personal information that you provided to us in a structured, commonly used, and machine-readable format, and have the right to receive such data without hindrance from us

### **EXERCISING YOUR RIGHTS**

If you would like to request information about our processing activities with respect to your personal information or would like to exercise your rights, as described in the above section, you may contact us at [contact@cytotronics.com](mailto:contact@cytotronics.com). CytoTronics does not charge for this service. For your protection, we will need to verify your identity prior to complying with your request.

CytoTronics will make a good faith effort to provide you with the requested information without undue delay, but no later than required by law. CytoTronics reserves the right to limit or deny access to the requested information where providing such information would be unreasonably burdensome or expensive, or as otherwise permitted under relevant laws or regulations. If CytoTronics determines that the requested information cannot be provided in any particular instance, CytoTronics will provide the requestor with an explanation for why the information cannot be provided.