

## PRIVACY POLICY

- **Accountability:** PROECO Corporation and Custom Environmental Services Ltd. have appointed a Privacy Officer. All questions and or concerns should be addressed to the Privacy Officer.
- **Identification of Purpose:** The purpose of collection of information is to benefit the company for certain specific requirements that require disclosure to outside organizations.
- **Consent:** Information that has been collected for submission to third parties for an expressed purpose will mean express consent/permission. Persons not wishing to comply with information for an expressed purpose may opt out. However, the expressed purpose may be denied by the company or the user of the information.
- **Limiting Collection:** The Company will only gather information that is necessary for the identified purposes.
- **Limit Use, Disclosure and Retention:** Personal information will only be used for the purpose that consent was given. Information will only be kept for as long as necessary for the specific purpose.
- **Accuracy:** Personal information is available for review upon written request to the Privacy Officer to verify accuracy of information and to flag and bring attention to any inaccuracies.
- **Safeguards:** Personal information is secured in locked cabinets and protected with electronic passwords and has limited access by staff.
- **Openness:** The privacy policy will be posted at the site, on the web site and in the Procedures Manual.
- **Individual Access:** A list of which information that has been collected for a specific purpose and has been used or disclosed is available by written application to the Privacy Officer.
- **Recourse:** In the event of a complaint respecting the collection, use and disclosure of personal information for a specific purpose, the complainant may, by written request to the Privacy Officer, ask for resolution of the complaint.

Date: March 11, 2001

Signed: ~ on file ~  
Brian Winters, President, CEO