



CASTROL PRIVACY STATEMENT – CASTROL LUBRICANT PASSPORT

Information about our organization and website

Castrol respects your privacy and is committed to protecting it. We provide this Privacy Statement to inform you of our privacy practices and how your personal information is used and protected by Castrol.

Castrol Limited is registered in the UK, at Castrol Technology Centre, Whitchurch Hill, Pangbourne, Berkshire RG8 7QR under company number 149435.

Collection, Use and Retention of Personal Information

Castrol has requested your name, job title and email address for the purpose of granting you access to this site and setting up your account for projects you are involved into. Collection of this information is based on Castrol's legitimate interest in enabling its employees, service providers, customers and relevant stakeholders to efficiently manage and follow a Marine or Energy project through this global platform. We will retain your personal information for as long as it is needed for managing projects, and we will automatically delete any information which relates to you within the period of 90 days after your relationship with projects or Castrol ends or delete it immediately on your request to support team.

Disclosures and Transfers of Personal Information

Castrol does not sell or otherwise release your personal information to third parties to allow them to direct market their products and services to you. We may need to share your personal information with third party service providers that process data on our behalf; however any third party we appoint must only act in accordance with our written instructions when processing your personal data, in line with contractually required security measures.

Since Castrol operates globally, Castrol may want to transfer your personal information to other countries, including countries outside the European Economic Area (EEA). Where this is the case, we do this under our group-wide Binding Corporate Rules, which guarantee an adequate level of data protection wherever your data is physically kept.

We reserve the right to disclose your personal information as required by law, or when we believe that disclosure is necessary to protect our rights and/or comply with a judicial proceeding, court order, request from a regulator or any other legal process served on Castrol. In the event that Castrol is subject to a takeover, divestment or acquisition we may disclose your personal information to the new owner of the business.

Site Traffic Information and Cookies

Castrol uses cookies for a number of purposes to improve the functionality of this website. This website uses cookies which:

- (a) are strictly necessary to enable you to move around the site and use its features, e.g. accessing secured areas. Without these cookies some of the services you've asked for cannot be provided.
- (b) enhance the performance of the website by collecting information about how visitors use it (e.g. to analyse the number of website visitors that view a particular page).

To delete or stop cookies being placed on your computer refer to the help menu on your internet browser. In a few cases, blocking cookies may reduce the functionality of some websites or prevent



access to them depending on your chosen browser options. For further information about cookies, visit www.allaboutcookies.org.

Keeping Personal Information Accurate & Access

We are committed to ensuring that your personal information is kept accurate and up to date. However, we can only make changes to your personal information if you notify us. It is your responsibility to let us know if there are inaccuracies or changes to your personal information. Please notify us at if there are any changes to or inaccuracies in your personal information, providing us with sufficient information to enable us to identify you, so that any changes can be made.

In accordance with our internal policies and UK law, you may ask us to provide you with access to any personal data we process about you. If you want access to your personal information, please contact your usual Castrol contact, or contact info@castrol.com.

Hyperlinks and Embedded Functionality

Our website may contain links to content or other functionality provided by third parties which are outside our control and are not covered by our privacy statement. Similarly, if you access other websites using links or use other embedded functionality provided by third parties, the operators of those websites may collect information from or about you which will be used by them in accordance with their privacy statement, which may differ from ours. We encourage you to read those providers' privacy statements on their websites. We do not accept any responsibility or liability for these policies.

Changes to this Privacy Statement

We review this privacy statement regularly and may modify it from time to time. We will place any updates on this webpage. This privacy statement was last updated on 28 June 2018.