



Geoscience BC Privacy Policy

OVERVIEW

Geoscience BC (“**Geoscience BC**”, “we”, “our”, “us”) respects your privacy. We will manage and safeguard your personal information as described in this Privacy Policy (“**Policy**”) and in accordance with applicable federal and provincial privacy laws.

This Policy describes how Geoscience BC collects, uses, discloses, and protects personal information about our members and users of the Geoscience BC website www.geosciencebc.com (the “**Site**”), and in connection with our operations and the products and services that we provide (the “**Services**”).

GIVING AND WITHDRAWING YOUR CONSENT

Please read this Policy carefully. By visiting and using our Site, becoming a Geoscience BC member, contacting Geoscience BC, or otherwise using our Services, you acknowledge the notices in this Policy and you consent to our collection, use, disclosure, and retention of your personal information in accordance with this Policy and as otherwise permitted or required by law. If you do not agree with our privacy policies and practices, do not use the Site or the Services.

We collect, use, and disclose your personal information with your consent and as permitted by applicable privacy laws. Depending on the information we collect and the purposes for which the personal information will be used, your consent may be express or implied. When you voluntarily provide personal information to us, we will imply your consent to use and disclose that information in accordance with this Policy. In some cases, Geoscience BC may seek your consent for the use and disclosure of your personal information after it has been collected, but before it has been used or disclosed (e.g. where we want to use your personal information for a purpose not previously identified to you). We will not use or disclose your personal information for any new purpose without first identifying the new purpose and providing notice to you or obtaining your consent (as applicable), unless otherwise permitted by law.

If you wish to withdraw your consent to our collection, use, or disclosure of your personal information, please contact us as set out in the “Questions and Concerns” section below. In some cases, withdrawal of your consent may not be possible due to legal obligations or requirements. Withdrawal of your consent may also mean that we will no longer be able to provide certain Services to you. We may also keep a record of your withdrawal of consent.

COLLECTION OF PERSONAL INFORMATION

Geoscience BC collects personal information from users when they use the Site, from individuals who join Geoscience BC as members, as well as when providing our Services and during our operations.

Personal Information You Provide to Geoscience BC

- **Contact information:** we collect your contact information in a number of circumstances, including when you register as a Geoscience BC member, when you contact us about research, when you apply for a job with us, when you apply for a scholarship, when you send us research suggestions or respond to a request for proposals, when you provide us with your contact information at conferences, or otherwise during our operations. Contact information may include your name, e-mail address, phone number, address and social media profiles. For example, we may collect your name, e-mail address and phone number when you complete the Contact Form on the Site or when you subscribe to our electronic mailing list.
- **Membership information:** when you join Geoscience BC as a member, we collect your contact information and additional information such as the organization with whom you are affiliated and any other information which you choose to provide us with on your membership application form.
- **Scholarship information:** we collect personal information from scholarship applicants and recipients. As part of a scholarship application, you may provide Geoscience BC with personal information, which could include your contact information, work history, educational history and photograph.
- **Research information and proposals:** we collect personal information from you when you send us suggestions for research that you would like us to consider or a research proposal. For example, if you send us research suggestions on the Site via the “Proposal Suggestions & Questions” form, we will collect your contact information, the name of your organization and your research suggestion and questions. If you submit a proposal we collect any personal information submitted as part of the proposal. When you write a report for Geoscience BC, we collect your contact information. We may also collect additional personal information from researchers, which is addressed in separate agreements between Geoscience BC and the researcher.
- **Payment information:** Geoscience BC does not collect payment card information directly from you. If you purchase a membership online, by completing a form in-person, or by phone, one of our third-party service providers will receive your credit or debit card and billing information.
- **Social media information:** when you visit or message us on a social media platform (e.g. Twitter, LinkedIn, YouTube, and Instagram), we may collect personal information that you choose to submit to us such as your name, contact information, opinions, or any other information you choose to provide to us.
- **E-mails and phone calls:** if you e-mail, call, or otherwise communicate with Geoscience BC, we may keep copies, records, recordings, transcripts, or notes of such communications including any personal information communicated by you. If we send you a marketing e-mail, we will collect information about whether you open the e-mail, whether you access the link(s) provided and, if you do, what pages you visit on our Site.
- **Job application information:** Geoscience BC collects personal information from job applicants. As part of your job application, you may provide Geoscience BC with personal information,

which could include your contact information, work and educational history, skills, licenses and certifications, and eligibility to work in Canada.

- **Feedback and surveys:** we collect the information that you include in any feedback you provide to Geoscience BC through the Site, through our social media platforms, through a survey that we have circulated, or when you e-mail or call us to provide us with feedback. We use the personal information you provide to improve the Site and/or Services. We may also use this information to investigate and address your concerns. In addition, we may use this information to assist in training our employees, volunteers and service providers.
- **Event information:** we run events such as receptions and open houses from time to time. When you sign-up to attend an event and/or register in person at the event, we collect personal information which could include your name and contact information.
- **Other information:** we collect any other personal information that you submit directly to Geoscience BC on a voluntary basis.

Personal Information Automatically Collected When Using the Site

- **Device information:** when you access the Site, we may collect information about your device, such as your internet protocol (IP) address, browser type, internet service provider (ISP), platform type, device identifier, device manufacturer, device model, operating system, platform type, connection speed, and version information.
- **Technical and usage information:** Geoscience BC and Geoscience BC third-party service providers collect information about your browsing behaviour on the Site. This information may include the sections of the Site that you visit, the date and time of your use of the Site and your in-media time, your actions within the Site (e.g. number of clicks), connection speed, Site crashes and other system activity, the URLs you visited before and after using the Site, and certain content that you download from the Site.
- **Cookies, tracking technology and web analytics:** Geoscience BC collects personal information when you access and navigate through the Site via cookies and other similar tracking technologies. This includes device, technical and usage information described above. Geoscience BC uses third party analytics tools, such as Google Analytics. Google Analytics uses cookies to track certain usage information on the Site. Such information may include geolocation information. Geolocation information is also collected by our third party electronic mail services provider when you open electronic communication from us. Data collected through these tools is used for aggregate reporting purposes. Cookies also enable our Site to save and retrieve information that you enter. Cookies may remain on your device after you leave the Site (until the cookie expires or is deleted by you).

USE OF YOUR PERSONAL INFORMATION

Geoscience BC uses the personal information that it collects for the following purposes:

- **Purchasing:** if you purchase a membership or other products or services from Geoscience BC, we may use your personal information to process your purchase.
- **Communications:** we may use your personal information to contact and correspond with you directly and to manage our relationship, including in relation to the provision of our Services or to respond to your questions, comments, or concerns. If you provide us with your contact information (e.g. via the Site, at a Geoscience BC event, or at a conference), we may contact you about future events and our research. Geoscience BC may contact you in different ways including by mail, e-mail, or telephone. We may use your information to provide you with Services, information, or products. Where we have your express or implied consent to do so, we may also send you commercial electronic messages, which could include general updates and announcements, promotions and event information, and electronic newsletters (see below for information on how to “opt-out” of receiving certain communications from us).
- **Membership information:** when you connect with us regarding your membership, we may use it in connection with other information we collect to understand your interests. We may use the membership information to provide you with or improve our Services.
- **Social media information:** we use this information for the purpose of responding to inquiries made to us through our social media platforms, to gauge engagement and understand your interests, to plan, and market our Services.
- **Job application information:** we use personal information provided with job applications to assess applicants’ eligibility and qualifications for employment with Geoscience BC, and to contact applicants in relation to careers at Geoscience BC. We may also gather additional information about you from third parties in the hiring process, including by contacting your references or (if permitted by law and authorized by you) conducting background checks. If you are hired by Geoscience BC, we may use the information provided with your job application as a part of your employee record.
- **Scholarship information:** we use personal information provided with scholarship applications to assess an applicant’s eligibility and suitability for a scholarship from Geoscience BC, and to contact applicants about their application. If you are awarded a scholarship from Geoscience BC, we may use the information provided with your scholarship application to contact you about the scholarship and to publish certain personal information about you on the Site (e.g. your name, e-mail address, preferred research mailing address, degree, research focus, educational and work history, and photograph).
- **Research and proposal information:** we use personal information that you provide when you contact us with research suggestions or proposals to follow up with your suggestions, proposal and/or questions. If Geoscience BC decides to partner with you on a research project, we use the information in your proposal to contact you about that and to facilitate and manage our relationship. We use personal information provided in connection with research done for Geoscience BC to publish reports on the Site.

- **Feedback and survey information:** Geoscience BC may use the information you provide to enhance users' experience with the Site, to respond to your feedback, to measure your engagement, and for future business plans. We may follow up with you to request further information related to the feedback provided.
- **Device information, technical and usage information:** we use this information to understand traffic and activity on the Site, to enable us to improve the Site and/or the Services, to understand what drives traffic to our Site, to understand interest in our Services, to modify the Site to reflect an individual's interests and preferences, and to tailor our marketing and communications. We also use this information to improve existing products and Services, to develop new products, Services, and to better understand how to communicate with you. We monitor system usage, server and software performance to maintain, ensure, and improve the integrity of our Site, related information, and electronic services.
- **Web analytics:** we use third party analytical tools to provide us with web analytic services to enable us to track usage information on the Site and to provide other services associated with the use of the Site. These third-party tools may collect and associate information about your online activities on our Site. They may create reports for Geoscience BC about activities on the Site, such as aggregated information about devices, geolocation, networks, page visits, duration of visits, and click through rates. This data is generally used by us for aggregate reporting purposes.
- **Identification, verification, and fraud prevention:** we use various types of information to help us identify and verify you when you interact with us on the Site, via e-mail or on the phone. For identification and verification purposes, this will typically include your membership information as well as other identifying information you have provided to us which will help us ensure we are dealing with you. We may also use this information to help us detect and prevent fraud, investigate claims, and protect the security of the Site.
- **Legal and regulatory requirements:** We may use your personal information to meet our legal obligations and for regulatory purposes.

Geoscience BC may also use your personal information to provide you with products and services you request or for other purposes we may identify at the time of collection.

CHOICES YOU HAVE ABOUT HOW WE USE AND SHARE YOUR PERSONAL INFORMATION

Geoscience BC wants you to understand your choices and make informed decisions about how we use and share your personal information. There are several options available for you to manage your privacy preferences including by contacting Geoscience BC or third parties directly, changing your browser or device settings.

Opting-Out of Marketing Communications from Geoscience BC

If you provide Geoscience BC with your e-mail address and explicitly or implicitly consent to receiving messages from us, you may receive commercial electronic communications from us. These messages will provide you with our contact information and a method to opt-out and unsubscribe from future commercial electronic messages. You can also opt-out of receiving marketing e-mails from Geoscience BC by contacting the Privacy Officer at the details below.

If you opt-out, Geoscience BC may still use your e-mail address to communicate with you regarding important matters, such as about your membership, or regarding Services or products that you have purchased. You may not opt-out of receiving communications required by law, or which are necessary to provide you with requested services and/or products.

Cookies and Tracking Technologies

You can disable cookies by adjusting the settings on your browser. If you disable or refuse cookies, please note that some parts of the Site may not be accessible to you or may not function properly.

You can help control the information which is collected and used by Google in respect of your interaction with our Site. To learn more about Google's privacy practices, including how you can view and edit your preferences, please see the Google [Privacy Policy](#). You can learn about Google's tracking practices by going to www.google.com/policies/privacy/partners/ and opt-out by downloading the Google Analytics opt-out browser add-on, available at <https://tools.google.com/dlpage/gaoptout>.

You can choose whether to allow the Site to collect and use real-time information about your device's location through your device's privacy settings. If you block the use of location information, some parts of the Site may be inaccessible or not function properly.

DISCLOSURE OF YOUR PERSONAL INFORMATION

Except as described in this Policy or in other situations where we have provided you with notice, have obtained your consent, or are obligated or permitted by law, Geoscience BC will not share your personal information with third parties.

Third Parties

We will disclose your personal information to third parties when Geoscience BC Services or operations require us to provide your information to a third party who performs functions on our behalf. In such cases, we take steps to help ensure our third party service providers only use your personal information for authorized purposes and implement reasonable privacy and security safeguards. For more information on how Geoscience BC discloses your information to third parties, please see our section on Third-Party Service Providers below.

Law Enforcement

Under certain circumstances, Geoscience BC will disclose your personal information without first obtaining your consent to law enforcement and other governmental authorities when we are required or permitted by law to do so. This could include disclosure for the reporting or investigation of improper or unlawful activities, to comply with court orders, to protect health and safety, or to protect Geoscience BC's rights and property.

Voluntary Public Disclosure by You

When you publish or post information to other social networking platforms (e.g. posting a link to Geoscience BC's Twitter page, or "liking" a video on our YouTube channel), the personal information that you post or share in connection with these third-party platforms is visible to other persons and can be read, collected, used and disclosed by others. Any information provided to such third-party social networking sites and other sites is outside of Geoscience BC's control and is not governed by this Policy.

Sale or Transfer of the Business

Geoscience BC may decide to sell or transfer all or part of our business to a related company or to a third party, to merge with another entity, to insure or securitize our assets, or to engage in another form of corporate or financing transaction. Geoscience BC may share your personal information in connection with the evaluation of and/or entry into such transactions as permitted by law.

THIRD-PARTY SERVICE PROVIDERS

In the course of our operations, we may authorize third-party service providers to collect, use, or disclose personal information on behalf of Geoscience BC. We may also disclose certain personal information to third-party services. Such collection, use and disclosure by third parties is solely for the purpose of having the third parties perform functions on our behalf.

Services that require your personal information to perform functions on our behalf include:

- **Analytics:** we use a number of partners to assist us with reporting and analytics, member engagement and communications, and to track and analyse usage information about our Site.
- **Electronic communications:** we use third-party e-mail service providers to facilitate e-mails to our members and others who have opted-in to receiving marketing or promotional electronic communication from Geoscience BC. This includes Geoscience BC newsletters. We also use third-party social media platforms to engage and communicate with you.
- **Payment processing:** we work with third-party payment processing providers to facilitate payment transactions.
- **Identification, verification and fraud prevention:** we use service providers to help us identify and verify you, detect and prevent fraud, investigate claims, and protect the security of the Site.

Where you are providing information directly to third party providers who operate on behalf of Geoscience BC, you may be subject to the collection practices and the terms of use and privacy policies of those third parties. You are responsible for reviewing and agreeing to those privacy policies and

terms of use. If you do not agree with the third-party terms of use or privacy policies, you should not use the services offered by such third-party service providers.

In some cases, we share aggregated and non-identifying information with our third-party providers (e.g. information about Site usage and performance) so that our service providers can better manage and improve their products and services, including their services to Geoscience BC. Aggregate and non-identifying information is not personal information and not subject to this Policy.

SECURITY & PROTECTION OF YOUR PERSONAL INFORMATION

Geoscience BC takes reasonable steps to protect your personal information. We use administrative, technical, and physical safeguards to protect against unauthorized access, collection, use, disclosure, and disposal, in a manner appropriate to the sensitivity of the information.

Geoscience BC will use care when anonymizing, destroying or disposing of personal information in order to prevent unauthorized access, use or disclosure. Geoscience BC's employees, volunteers, and independent contractors with access to personal information are required to respect the confidentiality of such information

The Site include links to external websites, and those websites are not governed by this Policy. Geoscience BC is not responsible for the privacy practices, collection of personal information, or content of external websites.

The transmission of information via the internet is not completely secure. Although we have security measures in place to protect your personal information, no internet or e-mail transmission is ever fully secure or error free and no security system is impenetrable. We cannot guarantee the security of personal information at all times. Any transmission of your personal information is at your own risk.

Some of our third-party service providers are partially or fully located outside of Canada. As a result, your personal information may be stored and processed outside of Canada, and may be subject to the laws and access by government or regulatory organizations outside of Canada.

RETENTION OF YOUR PERSONAL INFORMATION

We will retain your personal information for as long as necessary to fulfill the purposes for which it was collected, for as long as we have a business or legal reason to do so, or as otherwise permitted or required by law.

Under some circumstances, we may anonymize or aggregate your personal information so that it can no longer be associated with you. We reserve the right to use such anonymous and de-identified data for any legitimate business purpose without further notice to you or your consent.

ACCESS AND CORRECTION TO YOUR PERSONAL INFORMATION

Access to your Personal Information

You may request access to your personal information held by Geoscience BC by contacting the Geoscience BC Privacy Officer in writing at the contact information noted below, with sufficient detail to enable Geoscience BC to identify the personal information being sought. When you contact Geoscience



BC, we may ask for further information to confirm your identity and the nature of the information you are requesting to access.

After we receive your request, Geoscience BC will provide you with an estimate of when you can expect a response. In some cases, Geoscience BC may need additional time to respond to a request, in which case we will provide you with written notice of the extension.

Geoscience BC may charge a reasonable fee according to the cost required to retrieve and provide access to the requested information. We may provide an estimate of the fee in advance and in some cases, will require a deposit for all or part of the fee.

Please note that in some cases, Geoscience BC may not provide access to personal information that we hold about you, such as where the denial of access is authorized by law. There are also cases where Geoscience BC may be legally required to refuse access to personal information. If Geoscience BC denies your request for access to personal information, we will advise you of the reason for the refusal and will provide you with other required information.

Correction to your Personal Information

Geoscience BC will not routinely update your personal information, unless such a process is necessary. Please ensure that the personal information you provide to us is as accurate, complete and up to date as necessary for the purposes for which it is to be used. It is your responsibility to provide any updates to your personal information to Geoscience BC.

You can challenge the accuracy and completeness of your personal information in the possession and control of Geoscience BC by contacting our Privacy Officer in writing at the contact information noted below, with sufficient detail to enable Geoscience BC to identify the personal information being challenged, as well as the proposed correction. In appropriate circumstances, Geoscience BC will amend the information.



QUESTIONS AND CONCERNS

Questions or concerns regarding this Policy and how we handle your personal information can be directed to the Geoscience BC Privacy Officer. You can contact our Privacy Officer using any of the following methods:

Mailing Address: #1101-750 West Pender Street, Vancouver, British Columbia, V6C 2T7,
Canada

Phone: 604-662-4147

Fax: 604-662-4107

E-mail: privacy@geosciencebc.com

Geoscience BC takes complaints about our privacy practices seriously. Geoscience BC will investigate all complaints. If Geoscience BC finds a complaint justified, we will take the necessary steps to resolve it. If you are not satisfied with Geoscience BC's response to a complaint, you may have options to exercise various complaint procedures, including with the relevant privacy commissioner.

CHANGES TO THE POLICY

Geoscience BC may update this Policy from time to time. We will post any changes to the Site and, if the changes are significant, we will provide a more prominent notice to users such as notification via e-mail.

Geoscience BC's collection, use, disclosure, and retention of your personal information will be governed by the version of the Policy currently in effect. As a result, we suggest that you review this Policy periodically and contact us if you have any questions or concerns.

Last updated: February 22, 2023