



## Privacy Statement

CNG Global Services respects the privacy of individuals in all aspects of our business activities. We are committed to protecting and controlling the collection, use and disclosure of the personal information that you share with us. This Privacy Statement is a simplified version of our Privacy Policy and outlines how we collect and use your personal information.

### **Why we collect?**

Personal information may be collected to better understand our customers and business partners or when you submit your personal information to us for any other reason.

### **When and to whom we disclose?**

Your personal information is never shared outside of CNG. Unless you specifically authorize us to release your personal information we will not sell, lease or trade your personal information to other parties.

### **Consent?**

By reviewing this policy and using our services and providing us with your personal information, we imply your consent to the collection of personal information. However, in some cases, we will contact you to obtain your express consent before we use your information for purposes other than the purpose for which it was submitted.

### **How do we keep your personal information secure?**

To ensure that your personal information is secure, measures such as locked cabinets, restricted access and the use of passwords and encryption have been adopted. Our employees have been trained to respect your privacy in accordance with our Privacy Policy.

### **How you can access your personal information and check its accuracy?**

By contacting our company Privacy Officer you may, at any time, make a request for access to your personal information or request deletion of your personal information held by us. Though we do strive to maintain accurate records of your personal information, we ask that you provide us with your most recent information.

### **What about cookies and our web server?**

The CNG Global Services web server uses software that receives and records the IP addresses, browser version, and connection details for any computers which connect to this web site. In such instances, CNG does not attempt to link these addresses with the identity of individuals visiting this site.

### **How to contact us?**

If you have any concerns about the collection, use or disclosure of your personal information or wish to access your personal information please email us at [privacy@cngglobalservices.com](mailto:privacy@cngglobalservices.com)