

PRIVACY POLICY

GET Nutrition Consulting Inc. (“GET” “we”, “our” or “us”), respects your privacy and is committed to maintaining the accuracy, confidentiality, and security of your personal information.

This Privacy Policy describes the personal information that we will collect from or about you in order to provide you with services, as well as how we use and to whom we disclose that information. This includes personal information we receive directly from individuals and personal information we receive indirectly from third parties. Please review this entire document carefully.

In this Privacy Policy, personal information means any information about an identifiable individual, as may be defined or limited under applicable privacy legislation. Personal information excludes anonymous or de-identified data that is not associated with a particular individual.

What Personal Information Do We Collect?

We collect the personal information that is necessary to provide you with services. The types of personal information we collect, use and disclose will vary depending on the circumstances but may include:

- personal contact details such as name, title, addresses, telephone numbers, and personal email addresses;
- date of birth;
- gender;
- performance information;
- education and training;
- professional history records (including professional memberships, licensing information, references, work history, and proof of work eligibility);
- images of you; and
- other personal details you provide to us, including those contained in a resume or cover letter.

We will collect your information through direct interactions with you when you provide it to us, for example, by filling in forms or corresponding with us by phone, email, or otherwise. We may also collect your personal information from third parties, such as our business partners or publicly available sources.

How Do We Use Personal Information?

We only use your personal information where we need to do so in order to provide services to you or where applicable law permits or requires it. For example, we may use your personal information for the following business purposes:

- identifying and evaluating licensing applicants, including assessing skills, qualifications, and interests;
- verifying your information, background, and reference checks, where applicable, subject to your consent where required by applicable law;
- analyzing and improving our application and recruitment process;
- to provide you with information, products, or services that you request from us, including marketing you to prospective clients;
- to fulfill the purposes for which you provided the information or that were described when it was collected, or any other purpose for which you provide it;
- to process payments;

- to communicate with you and on behalf of you, as permitted;
- to provide technical support and improve our services;
- to carry out our obligations and enforce our rights arising from any contracts with you, including for billing and collection or to comply with legal requirements;
- accounting and auditing;
- conducting performance reviews and determining performance requirements;
- assessing qualifications for a particular job or task;
- education, training and development requirements; and
- for any other purpose with your consent.

You may be given the opportunity to consent to receive future promotional communications from us. If you opt-in to receive such communications, we may use the information to: communicate with you regarding our products, services and promotions; provide you with other information that you request; and/or improve our product and service offerings. You can withdraw your consent from receiving e-mail or other communications at any time.

We will only use your personal information for the purposes for which we collected it. If we need to use your personal information for an unrelated purpose, we will notify you and, if required by law, seek your consent. We may use your personal information without your knowledge or consent where required or permitted by applicable law or regulation.

Who Sees Your Personal Information?

We will only share your personal information with our employees, contractors, designated agents, or third-party service providers who require it to assist us with providing services to you. We rely on third-party services providers for support such as IT and system administration and hosting, billing and payment processing, research and analytics, marketing, and customer support. Your personal information will be shared with our third-party providers (and any of their associates and employees who may reasonably need access to this information in order to provide you with the requested services). For example, Metabolic Balance GmbH & Co. KG (located in Isen, Germany) owns and operates the online platform that GET uses to deliver you services. Metabolic Balance describes its data handling practices, including in respect of cookies, in its Privacy Policy (<https://www.metabolic-balance.ca/en-ca/Privacy-Policy>). We also rely on Dubsado (based in the United States) for our customer relationship management software. Dubsado describes its data handling practices, including in respect of cookies, in its Privacy Policy (<https://www.dubsado.com/legal/privacy-policy>).

To the extent we enter into arrangements with service providers, agents and contractors to store, handle or process the personal information on our behalf, our policy will be to require such parties by contractual or other means to provide comparable privacy protection while the information is processed or handled by them. Some of the third-party service providers may be located outside of Canada. See the section below titled “Cross Border Data Transfers”.

We may also disclose your personal information to third parties for the following additional purposes:

- to comply with legal obligations or valid legal processes such as search warrants, subpoenas, or court orders. When we disclose your personal information to comply with a legal obligation or legal process, we will take reasonable steps to ensure that we only disclose the minimum personal information necessary for the specific purpose and circumstances;
- during emergency situations or where necessary to protect the safety of persons;

- in connection with a transfer of assets or change in ownership;
- for additional purposes with your consent where such consent is required; and
- where permitted or required by applicable law.

Cross-Border Data Transfers

Where applicable law permits, we may transfer the personal information we collect about you to the United States and other jurisdictions that may not be deemed to provide the same level of privacy protection as Canada, as necessary to perform our contract with you and for the purposes set out in this Privacy Policy. We will use reasonable efforts to ensure that appropriate protections are in place to require the data processor in that country to maintain protections on the personal information that are equivalent to those that apply in the country in which you live. But the measures that we use to protect personal information are subject to the legal requirements of the jurisdictions to which we transfer personal information, including lawful requirements to disclose information to law enforcement and government agencies in those countries.

If you wish to access written information about our policies and practices regarding service providers outside of Canada, or if you have any questions about the collection, use, disclosure, or storage of personal information by service providers outside of Canada, please contact our Privacy Officer.

Children

We are committed to protecting the privacy of children and we do not knowingly solicit personal information from children under the age of 13. If a child has already provided us with personal information, his or her parent or guardian may contact us for the purpose of deleting this information.

Safeguards

The security of your personal information is very important to us. We use physical, electronic, and administrative measures designed to secure your personal information from accidental loss and from unauthorized access, use, alteration, and disclosure.

The safety and security of your information also depends on you. Where we have given you (or where you have chosen) a password for access to certain information systems, you are responsible for keeping this password confidential. We ask you not to share your password with anyone.

Unfortunately, the transmission of information via the Internet is not completely secure. Although we do our best to protect your personal information, we cannot guarantee the security of your personal information transmitted to us electronically. Any transmission of personal information is at your own risk. We are not responsible for circumvention of any privacy settings or security measures contained in our information systems. In particular, we cannot guarantee the security of e-mail messages that are exchanged between you and GET. For this reason, e-mail should not be used to communicate certain sensitive types of information that you would prefer to not have discussed over e-mail.

Data Retention

Except as otherwise permitted or required by applicable law or regulation, we will only retain your personal information for as long as necessary to fulfill the purposes we collected it for, including for the purposes of satisfying any legal, accounting, or reporting requirements. Under some circumstances we may anonymize 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.

Your Rights

It is important that the personal information we hold about you is accurate and current. Please keep us informed if your personal information changes. By law you have the right to request access to and to correct the personal information that we hold about you.

If you want to review, verify, correct, or withdraw consent to the use of your personal information you may contact our Privacy Officer to request access to, correct, or delete any personal information that you have provided to us. We may not accommodate a request to change information if we believe the change would violate any law or legal requirement or cause the information to be incorrect.

We may request specific information from you to help us confirm your identity and your right to access, and to provide you with the personal information that we hold about you or make your requested changes. Applicable law may allow or require us to refuse to provide you with access to some or all of the personal information that we hold about you, or we may have destroyed, erased, or made your personal information anonymous in accordance with our record retention obligations and practices. If we cannot provide you with access to your personal information, we will inform you of the reasons why, subject to any legal or regulatory restrictions.

Notification of Change

We reserve the right to change this Privacy Policy at any time, however, if there is a material change to our information usage practices in the future, we will notify you by email, at which time you will have the opportunity to opt-out of the new information usage. If you do not agree with any terms of this Privacy Policy, please do not use the website or submit any personal information.

Whom to Contact

If you have questions or concerns regarding this Privacy Policy and its enforcement by GET, you should contact:

Privacy Officer

GET Nutrition Consulting Inc.
Unit 11, 1155 North Service Road West
Oakville, Ontario, Canada
L6M 3E3
team@metabolic-balance.ca