

PRIVACY POLICY

Fibertel Communications Canada Inc. (Fibertel) is committed to protecting the privacy of the personal and business information which is collected, used and disclosed in the conduct of its business.

Fibertel strives to protect and respect personal and business information of its customers, prospective employees, employees, business partners, and in accordance with all applicable provincial and federal laws. All Fibertel employees must abide by the organization's procedures and practices when handling personal information.

POLICY SCOPE

This policy shall apply to all entities in the Fibertel Group of Companies, any individual conducting business on behalf of the Company, contractors, subcontractors, prospective employees, employees and former employees.

PERSONAL INFORMATION DEFINITIONS

Personal information means information about an identifiable individual and includes information about prospective, present or former employees and external parties such as subcontractors and contractors.

Business information means information about an identifiable business. Business contact information means an individual's name, position name or title, business telephone number, business address, business fax number and other similar business information.

POLICY & USES

Fibertel will only collect, use, and disclose personal information in compliance with applicable provincial or federal privacy legislation.

Fibertel will obtain either express or implied consent of individuals, except where otherwise permitted by law, to collect, use and disclose their personal information. When an individual signs a job application, new employee data form or other Fibertel form containing personal information, they will be deemed to consent to allow Fibertel to collect, use, and disclose the personal information for the purposes stated on the form.

Fibertel collects and uses personal information solely for the purpose of conducting business and developing an understanding of its customers. Personal employee information will only be used for the following purposes:

1. Determining eligibility for initial employment, including the verification of references and qualifications
2. Credential verification
3. Payroll and benefit enrollment
4. Other reasonable purposes as required to manage the employment relationship
5. Municipal, provincial and federal requirements



WEB BROWSER COOKIES

Our website uses “cookies” to enhance your experience. Your web browser places cookies on your hard drive for record-keeping purposes and sometimes to track non-personally identifiable information. When you visit our website, you may choose to set your web browser to refuse cookies or to alert you when cookies are being sent. In doing so, you may find that some parts of our website do not function properly.

We do not sell, trade, exchange or rent your personal identifying information with other organizations.

THIRD-PARTY WEBSITES

Our website contains that link to the sites and services of our partners, suppliers, advertisers, sponsors, licensors and other third parties. We do not control the content or links that appear on these sites and are not responsible for the practices employed by websites linked to or from our website.

In addition, these sites or services, including their content and links, may change. These sites and services may have their own privacy policies and customer service policies. Browsing and interaction on any other website, including websites which have a link to our website, is subject to that website’s own terms and policies.

CHANGES TO THIS PRIVACY POLICY

Fibertel reserves the right and has full discretion to update, revise and vary this privacy policy at any time. We encourage you to frequently check this page for any changes to stay informed about how we are helping to protect the personal identifying information we collect. You acknowledge and agree that it is your responsibility to review this privacy policy periodically and become aware of modifications.

QUESTIONS & COMMENTS

Any questions or concerns regarding our Privacy Policy can be addressed by contacting us.

Fibertel Communications Canada Inc.
17967 106A Avenue
Edmonton AB T5S 1V8

Attn: Privacy Officer

(780) 444-6474
info@fibertel.ca