

Privacy Policy for CBG Field Services Application

Effective Date: 1/25/2024

Welcome to the CBG Field Services Application. This Privacy Policy outlines our practices regarding the collection, use, and disclosure of information that you may provide through this app. Please read the entire policy to understand our practices and how we handle your information.

Applicability and User Consent

This app is exclusively for use by current employees of CBG Surveying TX (hereafter referred to as "the Company"). By downloading, accessing, or using this app, you acknowledge that you are a current employee of the Company and agree to this Privacy Policy. If you do not agree with our policies and practices, do not download, register with, or use this app. Continued use of the app following the posting of changes constitutes your acceptance of such changes.

Data Collection and Usage

The app collects various types of information to facilitate company operations and to provide a personalized user experience. This information includes, but is not limited to:

- **Personal Identification Information:** Such as your name, employee ID, and contact information.
- **Usage Data:** Information on how you interact with the app, including access times, features used, and performance data.
- **Device Information:** Information about your mobile device, including the hardware model, operating system, and unique device identifiers.

The collected information is used for the following purposes:

- To authenticate users and provide access to the app.
- To improve app functionality and user experience.
- To communicate with employees about company updates, policies, and other relevant information.

Data Sharing and Disclosure

The Company respects your privacy and is committed to protecting your personal information. The collected data is strictly for internal use and will not be sold, distributed, or disclosed to third parties, except as required by law or for the purposes of maintaining

and improving the app, including through third-party service providers who adhere to this privacy policy and relevant privacy laws.

Data Security

We take reasonable measures to protect your personal information from unauthorized access, use, modification, or destruction. However, no internet or email transmission is ever fully secure or error-free, so you should take special care in deciding what information you send to us in this way.

Employee Termination

Access to the app is a privilege extended solely to current employees of the Company. Upon termination of your employment with the Company, for any reason, your access to the app will be revoked, and your personal information will be handled in accordance with our employee data retention policy.

Changes to the Privacy Policy

The Company reserves the right to update or change this policy at any time. We will notify you of any changes by posting the new Privacy Policy on this page and updating the "Effective Date" at the top of this policy.