

Glent Works Canada Inc. – Privacy Policy

Effective Date: October 12, 2025

Company Information:

Glent Works Canada Inc.
3169 Crown Court
Abbotsford, BC V2T 4J8
EGBC-registered professional engineering services

Overview

Glent Works Canada Inc. (“We,” “Us,” or “Our”) respects your privacy and is committed to protecting your personal and business information. This Privacy Policy explains how we collect, use, store, and disclose information in compliance with:

- **British Columbia Personal Information Protection Act (PIPA)**
- **Canadian Personal Information Protection and Electronic Documents Act (PIPEDA)**
- **EGBC regulatory requirements for professional engineers**

Types of Information Collected

1. **Business Information:** Company name, address, and phone number. Not personal information under privacy law but handled responsibly.
2. **Personal Information:** Name, address, email, phone number, or other data identifying an individual.

Collection and Use

We collect information only for purposes that are **reasonable, necessary, and directly related to our services**, including:

- Providing engineering, welding inspection, NDT, and quality control services.
- Communicating industry updates, code revisions, and service changes.
- Issuing invoices, processing payments, and maintaining client accounts.
- Performing audits, internal reviews, and continuous quality improvement.
- Complying with EGBC, BC, and federal record-keeping requirements.

Consent and Transparency

- Individuals are informed when their personal information is collected, and consent is obtained wherever required by law.
- You may withdraw consent at any time, subject to contractual or legal obligations.

Website and Online Services

- We do not collect personal information unless voluntarily provided via forms or newsletters.

- Cookies and tracking technologies are used only for navigation, analytics, or improving our website.
- E-mail communications are not fully secure; users provide information voluntarily.

Information Storage and Security

- Paper and electronic records are secured with restricted access and passwords.
- Confidential client information is accessible only to authorized personnel under nondisclosure agreements.
- Retention periods comply with **EGBC, BC PIPA, and federal regulations**.

Disclosure of Information

Information may be disclosed only in the following circumstances:

- To comply with BC, federal, or EGBC legal requirements.
- To report suspected illegal activities, professional misconduct, or incapacity.
- To trusted consultants under confidentiality agreements necessary for business operations.
- In corporate transactions (sale or merger) with safeguards for client privacy.

Your Rights under BC PIPA

- Access: You may request access to your personal information.
- Correction: You may request corrections to ensure your information is accurate and complete.
- Withdrawal: You may withdraw consent for certain uses of your personal information.
- Complaint: You may file a complaint with the **Office of the Information and Privacy Commissioner of BC** if you believe your information has been mishandled.

Data Transfer and Retention

- Data may be stored and processed in Canada or in jurisdictions with equivalent privacy protections.
- Personal information is retained only as long as necessary for service, legal compliance, or dispute resolution.

Children's Privacy

- Our website is not intended for individuals under 18. We do not knowingly collect information from children.

Changes to This Policy

- Updates will be posted on our website. Users are encouraged to review this Privacy Policy periodically.

Contact Information

Glent Works Canada Inc.

3169 Crown Court

Abbotsford, BC V2T 4J8

Email: **privacy@glentworks.ca**