

Key Security and Data Governance Policies and Procedures

DataDelivers' commitment to privacy, compliance, and secure data management is manifested in the comprehensive policies and procedures it maintains:

- 1. **Anti-virus and Malware Policy**: To protect against cyber threats, DataDelivers implements strong anti-virus and anti-malware protocols.
- 2. Business Continuity and Disaster Recovery Plan: A detailed plan is in place to ensure business operations continue without interruption in the event of unforeseen incidents and disasters.
- 3. **Data Processing, Security, and Retention Policy**: The company follows a robust policy regarding the processing, security, and retention of data, ensuring all data is handled in a safe and lawful manner.
- 4. **Incident Response Plan and Security Incident Response Plan**: These plans outline the procedures to be followed in the event of a security incident or breach, ensuring a rapid and effective response.
- 5. **Information Security Policy**: This policy details the measures in place to ensure the integrity and confidentiality of data.
- 6. **IT Access Control Policy and Device Policy**: Policies to regulate access to IT resources and the use of computer devices to ensure secure and authorized use.
- 7. **Patch Management Standards**: DataDelivers follows high standards for managing and implementing software patches, ensuring all systems are up-to-date and secure.
- 8. **Data Privacy Governance**: This policy addresses the rights of data subjects and the use of all data, as per Consumer Privacy Act (CCPA) and additional state level legislation.
- 9. **Employee Security Awareness Training**: The company requires employees to undergo bi-annual cybersecurity awareness training to educate them on the latest trends and best practices.
- 10. **Third Party Risk Management:** This policy regulates the interaction with third parties and their systems to minimize associated risks.

CCPA and State-Specific Compliance

DataDelivers conforms to the California Consumer Privacy Act (CCPA, and similar laws in Oregon, Texas, and Vermont offering residents of these states the right to know, obtain, correct, delete, opt-out, and limit the use of their Personal Information.

Information Use and Disclosure

DataDelivers processes data for various purposes, including improving marketing campaigns across the direct mail, email, website, and social media channels. Information may be disclosed through licensing agreements, for legal reasons, in the event of a corporate transaction, or to service providers. DataDelivers may also share aggregate or de-identified data for audience targeting.

Privacy Policy is located here: <u>https://datadelivers.com/privacy-policy/</u>