

## PRIVACY POLICY

For you to use this website, the Hawaii Electricians Administrative Office (the “Administrative Office”) must obtain personal information about you. The Administrative Office is committed to protecting your privacy online. The following information is how the Administrative Office will handle information that it learns about you from your visit to this website.

## INFORMATION WE COLLECT

If you visit this website to obtain information regarding your trusts and benefit plans or to browse this site, the Administrative Office will collect and store the following information:

- The name of the domain and host from which you access the Internet (for example, Google, Firefox, Opera);
- The Internet protocol address of the computer you are using;
- The browser software you use and your operating system;
- The date and time you access this site; and
- The Internet address of the website from which you linked directly to this site.

The Administrative Office only uses this information to fulfill your requests for services, to improve services to you, and to measure the number of visitors to this site.

## USE OF COOKIES

This site uses “cookies” to help personalize your online experience, such as recognizing your name when you revisit. A cookie is a text file that is anonymously placed on your hard disk by a web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you and can only be read by a web server in the domain that issued the cookie to you. The Administrative Office will not share or sell information contained within cookies with any other person or third party.

You can accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to fully experience the interactive features of this website or have some of the services, such as being automatically recognized as a registered user, function properly.

## ACCESS

This site only provides access to information about trusts and benefit plans that are administered by the Administrative Office. The information provided through this site is compiled, monitored, and managed by the Administrative Office. The Administrative Office does not provide or sell the compiled, monitored, or managed information provided by your use from this site to users of this site or to third parties, except as required by law or as part of standard business operations.

## SECURITY OF YOUR PERSONAL INFORMATION

The Administrative Office uses secure socket layer (SSL) protocol encryption to protect the transmission of an individual's privacy and personal information from unauthorized access, use, or disclosure in a manner consistent with the Privacy Act and other federal directives concerning privacy. When you choose a password to access certain areas of the website, please keep this password safe. The Administrative Office does not share passwords with anyone. If you believe your account has been compromised, please contact the Administrative Office immediately.

## LINKS

This site contains links to third party websites. Any links to third party sites, including but not limited to the International Brotherhood of Electrical Workers Local Union 1186, Electrical Contractors Association of Hawaii, and Hawaii Electricians Training Fund are solely controlled by their respective entities, and not the Administrative Office.

## TERMS

This Privacy Statement does not supersede the terms of use that govern your use of this site. Any conflict between the Privacy Statement and the terms of use shall be resolved in favor of the terms of use. The Administrative Office reserves the right to, in its sole discretion, modify this Privacy Statement at any time. Such modifications will be effective immediately, as soon as the revised policy is posted.