

**Green Freight Asia** (GFA) is committed to your right to privacy and to the ethical use of information online. We adhere strictly to the following privacy practices.

### INFORMATION WE OBTAIN

We may obtain personal information about member companies and individuals within those companies (such as name and contact details) in connection with and/or for the purpose of various activities including but not limited to (i) use of the GFA website(s), (ii) GFA member registration, (iii) label certification requests, and (iv) membership requests.

The types of personal information we may obtain include:

- Business contact information (such as name, company name, physical address, e-mail address, and telephone or fax number)
- Shipper and carrier information (such as (i) countries the shipper/carrier does business in, (ii) carrier companies the shipper does business with, (iii) revenue band, and (iv) information given to us that helps us determine and verify environmental performance ratings.
- Information that enables us to verify your identity
- Names, e-mail addresses and telephone numbers of others to whom we are asked to send information
- Username and password to access GFA website(s) and services online

In addition, when you visit our website(s), we may collect certain information by automated means, such as cookies. The information we collect in this manner includes IP address, browser characteristics, device characteristics, operating system, language preferences, referring URLs, information on actions taken on our site, and dates and times of website visits. A "cookie" is a text file that website(s) send to a visitor's computer or other Internet-connected device to uniquely identify the visitor's browser or to store information or settings in the browser. We also may use third-party website analytics tools that collect information about visitor traffic on our website(s).

### HOW WE USE THE INFORMATION WE OBTAIN

We may use the information we obtain to:

- Process GFA membership requests and GFA Label applications
- Analyse, evaluate and determine environmental performance ratings
- Verify accuracy of submitted information in support of performance ratings
- Provide performance ratings reports on GFA website(s)
- Process billing and orders for products/services you choose to purchase on our site
- Send you product information and occasional special offers or announcements from select GFA partners.

# Green Freight Asia

## Privacy Policy



[www.greenfreightasia.org](http://www.greenfreightasia.org) | E-Mail: [info@greenfreightasia.org](mailto:info@greenfreightasia.org)

- Provide member support and respond to and communicate with you about your requests, questions and comments
- Establish and manage your membership account
- Operate, evaluate and improve our performance criteria and ratings (including developing new programs and services; managing our communications; determining the effectiveness of our programs, marketing and advertising; analysing and enhancing our products, services and website(s); and performing accounting, auditing, billing, reconciliation and collection activities)
- Perform data analyses (including market and consumer search, trend analysis, financial analysis, and anonymization of personal and business information)
- Protect against, identify and prevent fraud and other criminal activity, claims and other liabilities
- Comply with applicable legal requirements and our policies

In addition, we use information collected online through cookies, web beacons and other automated means for purposes such as (i) customizing our users' visits to our website(s), (ii) delivering content tailored to our users' interests and the manner in which our users browse our website(s), and (iii) managing our business. We may supplement data we collect through automated means with information about your location (such as your postal code) to provide you with content that may be of interest to you. We also use this information to help diagnose technical and service problems, administer our website(s), identify users of our website(s), and gather demographic information about our users.

### INFORMATION WE SHARE

We do not sell or otherwise share personal information about you, except as described in this Privacy Notice. To perform our environmental performance rating services, we share shipper and carrier information with neutral third parties such as independent rating companies, auditors, and other not for profit organizations. We also share personal information with third parties who perform services on our behalf based on our instructions. These third parties are not authorized by us to use or disclose the information except as necessary to perform services on our behalf or comply with legal requirements.

We also may disclose information about you (i) if we are required to do so by law, regulation or legal process (such as a court order or subpoena), (ii) in response to requests by government agencies, such as law enforcement authorities, or (iii) when we believe disclosure is necessary or appropriate to prevent physical harm or financial loss or in connection with an investigation of suspected or actual illegal activity. We reserve the right to transfer any information we have about you in the event we transfer all or a portion of our business or assets, subject to the terms and conditions of this Privacy Notice.

### USE AND CONTROL OF COMPETITIVE INFORMATION

Data that are disclosed to GFA's accredited certification partner ('company submissions'), as part of the GFA Label application, will be used to assess individual and group performance using only the tools and processes agreed to by the GFA members.

Data will not be used for other purposes without prior approval from the disclosing company.

GFA's accredited certification partner will (a) keep company submissions in confidence, (b) will not disclose, publish or otherwise distribute the company submissions to any third party or GFA Asia Members, (c) disclose company submissions only to its employees, agents, advisors, and affiliates, (d) will promptly notify disclosing party upon discovery of any unauthorized use or disclosure of company submissions and take reasonable steps to regain possession of the data submission and prevent further unauthorized actions or other breach of this agreement; and (d) will only disclose company GFA Label stage to GFA or GFA Asia Members and (e) will only disclose aggregated company GFA Label stage to any other users (no individual GFA member or their data and results should be individually identifiable from such aggregation), (f) will strictly use company submissions for GFA purposes.

GFA receives only aggregate data, such as the company's GFA Label certification and the scope that it is valid for (e.g. calendar year, country, company's operation, etc.). GFA shares these aggregate data only with GFA members, parties that act on behalf of GFA (based on a written non-disclosure agreement) and the appointed, accredited auditor

GFA may request further analyses on collected data to help GFA understand general trends in Asia Pacific (e.g. fuel efficiencies in specific industries, of specific vehicle types, etc.) and share this research with public. Individuals or firms are not identified in any such research or publication.

### LINKS TO OTHER WEBSITES

Our websites may contain links to other websites for your convenience and information. These websites may be operated by companies not affiliated with GFA. Linked websites may have their own privacy policies or notices, which we strongly suggest you review if you visit any linked websites. We are not responsible for the content of any websites that are not affiliated with GFA, any use of those websites, or the privacy practices of those websites.

### DATA TRANSFERS

We may transfer the personal information we collect about you to countries other than the country in which the information originally was collected. Those countries may not have the same data protection laws as the country in which you initially provided the information. When we transfer your information to other countries, we will protect that information as described in this Privacy Notice and in accordance with applicable law.

### HOW WE PROTECT PERSONAL INFORMATION

We maintain administrative, technical and physical safeguards designed to protect the personal information you provide against accidental, unlawful or unauthorized destruction, loss, alteration, access, disclosure or use.

### CHANGE YOUR PERSONAL INFORMATION

You can change your information including your e-mail address, phone number, address, member name and name of your representative.

Please send a scanned and signed document, which includes the following information:

- Personal information currently on file
- Personal information to be updated
- Reason for change
- Date, name and signature

by e-mail to [info@greenfreightasia.org](mailto:info@greenfreightasia.org)

### GFA MEETINGS

GFA Meetings may be audio or video recorded, posted as a podcast, photographed, published, and archived. As such, meeting attendees grant GFA permission for use of images.

### UPDATES TO OUR PRIVACY NOTICE

This Privacy Notice may be updated periodically and without prior notice to you to reflect changes in our personal information practices. We will post a prominent notice on our website(s) to notify you of any significant changes to our Privacy Notice and indicate at the top of the notice when it was most recently updated.

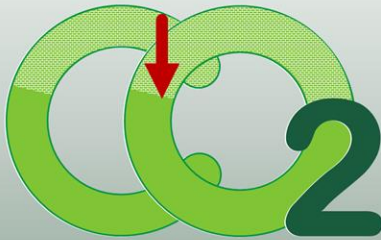
### HOW TO CONTACT US

If you have any questions or comments about this Privacy Notice, or if you would like us to update information we have about you or your preferences, please contact us by e-mail at [info@greenfreightasia.org](mailto:info@greenfreightasia.org)

You also may write to us at:

**Green Freight Asia Network, Ltd.**  
**80 Robinson Road, #02-00**  
**Singapore 068898**

# GREEN FREIGHT ASIA



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