

## DrillDocs General Website Privacy Notice

DrillDocs and its affiliates (collectively, "DrillDocs," "we," "our," and "us") are committed to safeguarding the privacy of information entrusted to us and value the trust of our existing and prospective business relations, which include our business customers, investors, business partners, suppliers, and relevant stakeholders.

The privacy principles and procedures in this Privacy Notice are intended to tell you how we collect, use, and share ("process") information that identifies you as an individual or that relates to an identifiable person ("Personal Information"). This Privacy Notice is provided in accordance with applicable United States federal law and the Texas Data Privacy and Security Act ("TDPSA"), Tex. Bus. & Com. Code 541.001 et seq. This Privacy Notice applies to individuals who interact with DrillDocs' public-facing website and services and who qualify as consumers under applicable law, including Texas residents whose Personal Information is processed by DrillDocs.

### Collection and Use of Personal Information

We typically process Personal Information including:

- Basic Personal Details including contact information, name, address, e-mail, and telephone information.
- For prospective employment purposes we may ask you to provide your nationality, photograph, and life events typical of a CV.
- Professional Affiliations, including information about your employer, employment and job function.
- Marketing preferences and customer service interactions, including responses to surveys, recordings of telephone calls with customer service and other representatives.
- Operational Data, including, sales, purchases, uses, supplier information, credentials to online services and platforms, and electronic content produced by data subjects including online interactive and voice communications, such as blog and chat, sessions.

We may collect Personal Information in various ways, such as: when you interact with one of our websites; when you enter into a transaction or contractual arrangement with us; when you participate in our programs or activities; when you provide data at industry events and trade shows; when you visit our facilities or we visit you at your offices; when you contact our customers services; or in connection with your inquiries and communications with us.

We may also collect Personal Information from other sources, including your employer, data companies, publicly accessible databases, and joint marketing partners. Additionally, we may automatically collect or process Personal Information (such as your Internet domain or IP address) as part of the operation of the services or during your activities on or use of DrillDocs controlled websites.

## **Use of Personal Information**

We and our service providers use Personal Information for the following lawful purposes:

### **Providing services and fulfilling your requests.**

- To respond to your inquiries and fulfil your requests, when you contact us via one of our online contact forms or otherwise, or when you request a quote for or other information about our services.
- To conclude and execute agreements with customers, suppliers and business partners, including required screening activities (e.g. for access to our premises or systems, or credit verification, compliance/ethics checks or customer due diligence.
- To complete your transactions and provide you with related customer service.
- To send administrative information to you, such as changes to our terms, conditions, and policies.
- We engage in these activities to manage our contractual relationship with you and/or to comply with applicable legal obligations.

### **Providing you with our newsletter and/or other marketing materials.**

- To send you marketing related correspondence, with information about our services, new products, and other news about DrillDocs.

We will engage in this activity with your consent. You may withdraw your consent and opt out of receiving marketing communications from us at any time by following the unsubscribe instructions included in any marketing email we send, or by contacting us as described in the 'Contact Us' section below. In accordance with the CAN-SPAM Act, all commercial email communications from DrillDocs will include a clear and conspicuous mechanism to opt out of future messages.

### **Analysis of Personal Information for business reporting and providing personalized services.**

- To analyze or predict our users' preferences.
- To better understand you, so that we can personalize our interactions with you and provide you with information and or offers tailored to your interests.
- To better understand your preferences so that we can deliver content via our services that we believe will be relevant and interesting to you.

We will provide personalized services with your consent or to fulfil our contractual obligations to you.

### **Accomplishing our business purposes.**

- For data analysis, for example, to improve the efficiency of our services;
- For audits, to verify that our internal processes function as intended and are compliant with legal, regulatory or contractual requirements;
- For fraud and security monitoring purposes, for example, to detect and prevent cyberattacks or attempts to commit identity theft;
- For developing new products and services;

- For enhancing, improving, or modifying our current products and services;
- For identifying usage trends, for example, understanding which parts of our services are of most interest to users;
- For determining the effectiveness of our promotional campaigns, so that we can adapt our campaigns to the needs and interests of our users; and
- For operating and expanding our business activities, for example, understanding which parts of our services are of most interest to our users so we can focus our energies on meeting our users' interests.

We engage in these activities to manage our contractual relationship with you and/or to comply with applicable legal obligations.

### **Sharing your information with others**

We may share your Personal Information among DrillDocs entities and their respective affiliates for the purposes described in this Privacy Notice. For the avoidance of doubt, where affiliates process your Personal Information independently of DrillDocs, they do so subject to their own applicable privacy notices and data protection obligations.

### **Why Personal Information is shared with others.**

DrillDocs may disclose Personal Information to other organizations (service providers) who assist us in carrying out a transaction or providing services for you. We will ensure there is an appropriate contractual relationship with all our service providers who process your Personal Information on our behalf.

We may also disclose your Personal Information to our service providers for website hosting, data analysis, payment processing, order fulfilment, information technology and related infrastructure provision, customer service, email delivery, auditing and other services.

The categories of third parties with whom we may share your Personal Information include: (i) information technology and infrastructure service providers; (ii) payment processors and financial institutions; (iii) marketing, analytics, and advertising providers; (iv) auditors and professional advisors (including legal, accounting, and compliance advisors); (v) government, regulatory, and law enforcement authorities where required by law; and (vi) potential acquirers, investors, or advisors in connection with a business transaction. We do not share your Personal Information with third parties for their own independent marketing purposes except as described in the 'Your Right to Opt Out' section below.

DrillDocs does not sell your Personal Information to third parties for monetary or other valuable consideration, and does not process or share your Personal Information for purposes of targeted advertising, without first providing you the opportunity to opt out as described in the 'Your Right to Opt Out' section below.

### **Your Right to Opt Out**

Under the TDPSA, you have the right to opt out of: (i) the sale of your Personal Information for monetary or other valuable consideration; (ii) the processing of your Personal Information for purposes of targeted advertising; and (iii) profiling in furtherance of decisions that produce legal or similarly significant effects concerning you. To exercise any of these opt-out rights, please contact us using the information in the 'Contact Us' section below or submit a request at [insert opt-out link/mechanism]. We will process your opt-out request within 15 business days of receipt.

**Other uses and disclosures.**

We may use or disclose Personal Information as we believe to be necessary or appropriate, especially when we have a legal obligation or legitimate interest to do so (a) under applicable law, including laws outside your country of residence; (b) to comply with legal process; (c) to respond to requests from public and government authorities including public and government authorities outside your country of residence; (d) to enforce our terms and conditions or in response to activities that are unlawful or a violation of our rules for use of the website; (e) to protect our operations or those of any of our affiliates; (f) to protect our rights, privacy, safety or property, and/or that of our affiliates, you or others; and (g) to allow us to pursue available remedies or limit the damages that we may sustain.

DrillDocs may use, disclose, or transfer your Personal Information to a third party in connection with any reorganization, merger, sale, joint venture, assignment, transfer, or other disposition of all or any portion of our business, assets, or stock (including in connection with any bankruptcy or similar proceedings). Such third parties may include, for example, an acquiring entity and its advisors. We will provide notice of any such transfer where required by applicable law.

**Sensitive Information**

We do not knowingly collect sensitive Personal Information - including information related to racial or ethnic origin, political opinions, religion or other beliefs, health, biometrics or genetic characteristics, criminal background, or trade union membership - through our general website services. Where sensitive Personal Information is collected in the context of prospective employment applications (such as nationality, photograph, or career history), we do so only with your explicit prior consent and solely for the purposes of evaluating your application. We will not use such information for any other purpose without obtaining your further consent.

We request that you do not disclose to us any sensitive Personal Information on or through the services or otherwise. Where we collect information that itself does not qualify as sensitive Personal Information, but from which potentially sensitive inferences could be made (such as when you provide to us any dietary requirements when attending one of our conferences or events), we only use such information for the limited and non-sensitive purpose for which you made such information available to us.

Other information we may collect, including 'cookies' or similar technology

We may process information from which we can infer your identity, or which does not directly relate to an individual, such as:

- Browser and device information
- App usage data
- Information collected through cookies, pixel tags and other technologies
- Demographic information and other information provided by you that does not reveal your specific identity,
- Information that has been aggregated in a manner that it no longer reveals your specific identity

We and our service providers may collect such information in a variety of ways, including:

- Through your browser or device: Certain information is collected by most browsers or automatically through your device, such as your Media Access Control (MAC) address, computer type (Windows or Mac), screen resolution, etc. We use this information to ensure that the services function properly.
- Use of cookies: We may use “cookies” in connection with the operation of our websites. Cookies that are strictly necessary for a service you requested will always be stored or read from your device.
- Other (non-essential) cookies may be stored or read from your device where you have given your consent
- We will always seek your consent before any cookies are stored or read from your device for the purpose of profile development and behavioral advertising.
- Please refer to our Cookie Notice for a full list of cookies we employ, their purposes and how to manage your consent for their use.

## **Security Measures**

DrillDocs has implemented technological and operational security processes to protect your personally identifiable information from loss, misuse, alteration, or unintentional destruction. While no security measure can guarantee against compromise, we regularly review and update our security measures in an effort to provide appropriate security for all information processed by us. If you have reason to believe that your interaction with us is no longer secure, please immediately notify us in accordance with the 'Contact Us' section below.

## **Modifications to this Privacy Notice**

DrillDocs reserves the right to change, modify, or update this Privacy Notice at any time. This Privacy Notice was last revised on May 08, 2026. Any changes will become effective when we post the revised Privacy Notice on the services. Your continued use of the services following the posting of changes constitutes your acceptance of the revised Privacy Notice.

## **Your Rights**

Under applicable law, including the TDPSA, you have the following rights with respect to our processing of your Personal Information: (i) the right to confirm whether we are processing your Personal Information and to access such data; (ii) the right to correct inaccuracies in your Personal Information; (iii) the right to request deletion of your Personal Information; (iv) the right to obtain a portable copy of your Personal Information in a readily usable format that allows you to transmit the data to another entity; (v) the right to opt out of the sale of your Personal Information; (vi) the right to opt out of the processing of your Personal Information for purposes of targeted advertising; and (vii) the right to opt out of profiling in furtherance of decisions that produce legal or similarly significant effects concerning you. To exercise any of these rights, please contact us using the information in the 'Contact Us' section below.

**Access to your information**

If you would like to request access to Personal Information that you believe we are processing, please contact us using the information provided in the 'Contact Us' section below.

In your request, it would be helpful if you could identify what Personal Information you would like access to, to help us respond as promptly as possible. For your protection, we need to verify your identity before implementing your request. We will respond to your request within 45 days of receipt. Where reasonably necessary, we may extend this response period by an additional 45 days, in which case we will notify you of the extension and the reason for it within the initial 45-day period.

**Data Erasure: Right to Delete**

Please note that we may need to retain certain information for recordkeeping purposes and/or to complete any transactions that you began prior to requesting a change or deletion (e.g., when you make a purchase or enter a promotion, you may not be able to change or delete the Personal Information provided until after the completion of such purchase or promotion).

**Right to Correct.** If you believe that Personal Information we hold about you is inaccurate, you have the right to request that we correct such inaccuracies, taking into account the nature of the Personal Information and the purposes for which we process it. To submit a correction request, please contact us using the information in the 'Contact Us' section below. We will respond to your request within 45 days of receipt, with a possible 45-day extension where reasonably necessary, and will notify you of any such extension within the initial 45-day period.

**Withdrawal of consent**

Whenever we process your Personal Information based on your consent, you have the right to withdraw that consent at any time.

**Right to Appeal.** If we decline to take action on a consumer rights request, you have the right to appeal our decision. To initiate an appeal, please submit a written request using the information in the 'Contact Us' section below within 30 days of receiving our decision, clearly identifying the request being appealed and the basis for your appeal. We will respond to your appeal within 60 days of receipt and will provide a written explanation of our decision. If your appeal is denied, you may submit a complaint to the Texas Attorney General at <https://www.texasattorneygeneral.gov/>.

**Data retention**

DrillDocs will not retain your Personal Information longer than is necessary for the purpose(s) for which it was obtained. The criteria used to determine our retention periods include: (i) the length of time we have an ongoing relationship with you; (ii) whether there is a legal obligation to which we are subject; or (iii) whether retention is advisable considering our legal position (such as in regard to applicable statutes of limitations, litigation or regulatory investigations).

**Children**

DrillDocs does not knowingly collect, use, or disclose Personal Information from children under the age of 13. Our services are not directed to children under 13, and we do not knowingly solicit data from or market to children under 13. If we learn that we have inadvertently collected Personal Information from a child under 13 without verifiable parental consent, we will promptly delete such information from our records. Parents or legal guardians who believe their child has provided Personal Information to us without their consent may contact us using the information in the 'Contact Us' section below to request access to, correction of, or deletion of that information, and we will respond within a reasonable time.

**Jurisdiction and cross-border transfer**

Your Personal Information may be stored and processed in any country where DrillDocs or its service providers maintain facilities or operations, including countries outside the United States. By using our services or providing your Personal Information to us, you acknowledge that your Personal Information may be transferred to, stored in, and processed in jurisdictions that may not provide the same level of data protection as your country of residence. Where required by applicable U.S. or state law, DrillDocs will implement appropriate contractual or technical safeguards for such cross-border transfers of Personal Information.

**Linked Websites**

We may provide links to third party sites. Since we do not control these websites, we encourage you to review the privacy statement posted on these (and all) third party sites. We are not responsible for the privacy statements or practices of sites and services controlled by companies or organizations other than DrillDocs. The inclusion of a link on the services does not imply endorsement of the linked site or service by us.

**Contact information**

By Post:

DrillDocs Company  
General Counsel  
2726 Bissonnet Street, Suite 240-60, Houston, Texas 77005

By email:

tamer.nassar@drilldocs.com