

Owens & Minor is committed to respecting the privacy rights of all visitors to our public websites. The following Privacy Notice (“Notice”) describes information practices and the choices you can make about the way your personal information is collected and utilized throughout our public websites. This Notice does not apply to information we may collect and use offline or through other sources.

Effective 5/24/2018

## **SCOPE AND CONSENT**

By visiting our Sites, you agree to accept the practices described in this Notice and consent to the collection, use, disclosure, and retention of the personal information you provide.

## **INFORMATION WE COLLECT**

Owens & Minor respects the privacy of visitors to our website and as such, you may browse our website without providing any personal information. Should you choose to contact us or communicate with one of our departments through our website, such as customer service, sales or technical services, you will be asked to provide certain personal information. Examples of the type of information that may be requested include your name, age, company name, address, telephone number, and e-mail address.

Job applicants who apply online for a position with Owens & Minor will have personal information collected. This information will be used solely for the purpose of evaluating them for the position to which they applied. The information you provide as a job applicant may also be retained by Owens & Minor for a period of time equal to the applicable retention period required by law, but only for the purpose of considering the applicant for current or future positions.

## **AUTOMATIC INFORMATION COLLECTED BY OWENS & MINOR**

Owens & Minor (or agents on our behalf) may collect anonymous information from visits to our sites through the use of “web beacons” or “cookies”. Web beacons are objects embedded in a web page allowing a party on the server side to identify whether a user has viewed a specific web page. We may use this data to analyze trends and statistics to improve your online experience or customer service. A cookie is a small file that the website places on your computer for future identification purposes. Through the use of cookies, we may also collect and analyze the IP address used to connect your computer to the internet; computer and connection information such as your browser type and version; operating system and platform; and purchase history web beacons and cookies do not contain or transmit any personally identifiable information from your computer to our website. Please note that if you provide personal information on our website, our systems may retroactively link your past activity on the site to the personal information provided.

## **CALIFORNIA “DO NOT TRACK” DISCLOSURES**

Most browsers are programmed to accept cookies or other similar technologies to collect non-personal information. You may set your browser to notify you when you receive a cookie, providing you the opportunity to accept or decline it. Declining a cookie, or similar technology, may affect your ability to use certain features on our services. You may stop accepting cookies from a particular website, or by changing your browser’s settings, which are usually found in the ‘options’ or ‘preferences’ menu. You may also visit [AboutCookies.org](http://AboutCookies.org) for instructions, by browser type, regarding how to control your cookies’ settings within your browser.

## **DISCLOSURE OF PERSONAL INFORMATION BY OWENS & MINOR**

Owens & Minor is the sole owner of the information collected on our Sites and will use the information internally for marketing and administration purposes, in the fulfillment of our service commitment to you, as legally required under

the law, and for any other purpose for which you submitted personal information to us. Owens & Minor may share your information with affiliates, subsidiaries and related companies as necessary to fulfill transactions that you initiate, or as otherwise described in this Notice. We will never sell or share your personal information with any unrelated third party except as described in this Notice.

## **CONTRACTORS**

Owens & Minor may employ other companies or individuals to provide certain services to us such as analyzing customer lists and data, providing marketing assistance, or consulting services. These third parties will have access to the information needed to perform their functions but cannot use that information for any other purpose.

## **AGGREGATE INFORMATION**

Owens & Minor provides aggregate information to some of our business partners. This information does not allow them to identify you individually in any way.

## **LAW ENFORCEMENT AND PROTECTION OF USERS**

Owens & Minor will release personally identifiable information to third parties and organizations when we believe it is appropriate for us to do so to comply with the law. We will also do so to cooperate with law enforcement investigations, comply with court orders or subpoenas, and protect our legal rights and the legal rights of our users, or when we believe it is needed for fraud protection and/or credit risk reduction.

## **LINKS TO THIRD PARTY SITES**

Owens & Minor Sites contain certain links to third party sites, such as partners and news organizations. Owens & Minor is not responsible or liable for the privacy practices or content found on these sites. We suggest that you check the privacy notice of each site you visit.

## **SECURITY**

Owens & Minor takes precautions, including administrative, technical and physical measures to safeguard your personal information against theft, loss and misuse, as well as unauthorized access, disclosure, alteration, and destruction.

Your personal information is safely stored in our proprietary systems behind our firewall and in our Customer Relationship Management System which is operated by a third party. All transfer of personal information between our systems and any third party system employs a minimum of 128-bit encryption technology.

## **OUR COMMITMENT TO CHILDREN'S PRIVACY**

This website is not intended for use by children under 13 years of age. No one under age 13 may provide any information to our website. We do not knowingly collect personal information from children under 13. If you are under 13, do not use or provide any information on this website. Any personal information inadvertently collected from children will be promptly erased. If we learn we have collected or received personal information from a child under 13 without verification of parental consent, we will delete that information. If you believe we might have any information from or about a child under 13, please email [GM-privacy@owens-minor.com](mailto:GM-privacy@owens-minor.com).

## OPT-OUT

Owens & Minor gives you the opportunity to opt-out of receiving marketing communications from us. If you no longer wish to receive communications from us you may opt-out by emailing [GM-privacy@owens-minor.com](mailto:GM-privacy@owens-minor.com) from the email address that you no longer want to receive these communications at, or by writing to: Owens & Minor, Attn: Privacy Officer, 9120 Lockwood Boulevard, Mechanicsville, VA 23116. Please indicate which types of communications you no longer wish to receive (email, phone, etc.).

## CHANGES TO THIS PRIVACY NOTICE

This Privacy Notice may change from time to time and the use of information which we gather now is subject to this Notice as modified. Please check this page periodically as you continue to use our website to see if any changes have been made. If you visit our website your visit and any dispute over privacy is subject to this Notice and our Terms of Use Agreement.

## PRIVACY QUESTIONS

If you have questions or concerns about Owens & Minor's Privacy Policy or data processing, please use the email address below to contact us. The Owens & Minor Privacy Officer will respond to your inquiry within 10 business days.

## CONTACT INFORMATION

Owens & Minor  
Attn: Privacy Officer  
9120 Lockwood Boulevard  
Mechanicsville, VA 23116-2015  
Email: [GM-privacy@owens-minor.com](mailto:GM-privacy@owens-minor.com)