

## Privacy Policy

**Effective Date:** September 20, 2024

At Trion Trade Inc., we are committed to protecting your privacy. This Privacy Policy outlines how we collect, use, and safeguard your personal data in compliance with the Republic Act No. 10173, known as the Data Privacy Act of 2012 (DPA), and other relevant privacy laws.

### 1. Information We Collect

We collect personal data necessary to provide you with our products and services, including but not limited to:

- **Personal Identification Information:** Name, contact information (email, phone number, address), company name, and job title.
- **Transactional Data:** Payment information, purchase details, and order history.
- **Technical Information:** IP addresses, browser type, operating system, and website usage information (through cookies or similar technologies).

### 2. How We Use Your Information

The personal information collected is used for the following purposes:

- **To Process Orders:** Including confirmation, billing, and delivery.
- **Customer Support:** Responding to inquiries, troubleshooting, and customer service requests.
- **Marketing:** To send promotional materials, newsletters, or offers with your consent.
- **Improvement of Services:** Analyzing website usage to improve user experience and product offerings.

### 3. Data Sharing and Disclosure

We do not sell, trade, or otherwise transfer your personal data to third parties except under the following circumstances:

- **Service Providers:** We may share your information with third-party service providers who assist us in operating our website, conducting business, or servicing you, under strict confidentiality agreements.
- **Legal Compliance:** If required by law, we may disclose personal data to comply with legal processes, protect the rights of Trion Trade Inc., or respond to a legal request.

### 4. Data Security

We implement reasonable and appropriate security measures to protect your personal data against unauthorized access, loss, alteration, or misuse. These measures include encryption, firewalls, and secure storage systems.

## 5. Data Retention

We retain your personal data for as long as necessary to fulfill the purposes outlined in this policy or as required by law. When no longer needed, your data will be securely deleted or anonymized.

## 6. Your Rights

Under the DPA, you have the following rights concerning your personal data:

- **Right to Access:** You can request a copy of the personal data we hold about you.
- **Right to Correct:** You can request corrections to any inaccurate or incomplete data.
- **Right to Erasure:** Under certain circumstances, you may request that we delete your personal data.
- **Right to Object:** You may object to the processing of your data for direct marketing or other purposes.
- **Right to Data Portability:** You have the right to obtain a copy of your personal data in a structured, machine-readable format.

To exercise any of these rights, please contact us at [dpo@trion.com.ph](mailto:dpo@trion.com.ph).

## 7. Cookies

Our website uses cookies to enhance your experience. Cookies are small text files stored on your device that collect information about how you interact with our website. You can disable cookies through your browser settings, but doing so may affect the functionality of our website.

## 8. Changes to This Privacy Policy

We may update this Privacy Policy periodically. Any changes will be posted on this page with the updated effective date. We encourage you to review this policy regularly.

## 9. Contact Us

If you have any questions or concerns about this Privacy Policy or how your personal data is handled, please contact us at:

**Trion Trade Inc.**  
**16 Evangelista St., Santolan, Pasig City**  
**Email: [dpo@trion.com.ph](mailto:dpo@trion.com.ph)**  
**Phone: +632 8-356-7246**