

## LEGAL &amp; COMPLIANCE

# Privacy Policy

*Effective Date: June 15, 2025 | Last Revised: June 15, 2025*

## 1. Introduction

RDP Consultants ("RDP," "we," "us," or "our") operates the website [www.rdp-usa.com](http://www.rdp-usa.com) (the "Site"). RDP Consultants is an environmental geology consulting firm based in Atascadero, California. We provide professional services including soil, soil vapor, and groundwater assessment and remediation to clients in the oil and gas, bulk fueling, and related industries.

This Privacy Policy describes how we collect, use, disclose, and protect information about individuals who visit our Site or contact us through it. It does not govern personal information collected in the course of client engagements, which is handled pursuant to separate professional services agreements and applicable law.

*By using this Site, you agree to the practices described in this Privacy Policy. If you do not agree, please discontinue use of the Site.*

## 2. Information We Collect

We collect limited information in two ways:

### A. Information You Provide Voluntarily

When you contact us through a contact form, email link, or phone number listed on the Site, you may provide:

- Your name and job title
- Company or organization name
- Email address and phone number
- The nature of your inquiry or project description

We do not knowingly collect sensitive personal information (such as financial account data, government IDs, or health information) through the Site. Please do not submit such information via the Site's contact channels.

### B. Information Collected Automatically

When you visit the Site, standard web server logs and any analytics tools we use may automatically record:

- IP address and approximate geographic location (city/region level)

- Browser type and version, operating system
- Pages visited, time spent, and referring URL
- Date and time of access

We use this information solely for internal purposes such as maintaining Site security, diagnosing technical issues, and understanding general traffic patterns. We do not engage in cross-site tracking or behavioral advertising.

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### 3. Cookies and Similar Technologies

The Site may use cookies or similar tracking files to support basic functionality (e.g., remembering your session preferences). We do not currently deploy third-party advertising cookies or social media tracking pixels.

You may configure your browser to refuse cookies or alert you when cookies are being sent. Disabling cookies may affect certain Site functionality, though our Site is designed to function without them for most purposes.

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### 4. How We Use the Information We Collect

We use the information described above only for the following purposes:

- To respond to your inquiry or request for professional services
- To communicate with you about our services, qualifications, and project work
- To maintain the security and performance of the Site
- To comply with applicable legal obligations

We do not sell, rent, trade, or otherwise transfer your personal information to third parties for marketing purposes.

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### 5. Disclosure of Information

We may share your information in the following limited circumstances:

#### **Service Providers**

We may engage third-party vendors (e.g., website hosting providers, email platforms) who process information on our behalf. These vendors are contractually obligated to use your information only to provide services to us and to maintain appropriate confidentiality and security standards.

#### **Legal Requirements**

We may disclose information if required to do so by law, regulation, court order, or government authority, or if we believe in good faith that disclosure is necessary to protect our rights, your safety, or the safety of others.

#### **Business Transfers**

In the event of a merger, acquisition, or sale of assets, information held by RDP may be transferred to a successor entity, subject to that entity honoring the commitments made in this Privacy Policy.

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## 6. California Privacy Rights (CCPA / CPRA)

RDP Consultants is based in California and is subject to the California Consumer Privacy Act (CCPA), as amended by the California Privacy Rights Act (CPRA). California residents have the following rights with respect to personal information we hold about them:

- Right to Know — You may request disclosure of the categories and specific pieces of personal information we have collected about you, our purposes for collecting it, and the categories of third parties with whom we share it.
- Right to Delete — You may request that we delete personal information we have collected from you, subject to certain legal exceptions.
- Right to Correct — You may request that we correct inaccurate personal information we maintain about you.
- Right to Opt-Out of Sale or Sharing — We do not sell or share personal information as defined under the CCPA/CPRA. No opt-out mechanism is therefore required, but we will honor opt-out requests if our practices change.
- Right to Non-Discrimination — We will not deny, penalize, or provide a different level of service to you because you exercised a privacy right.

To exercise any of these rights, please contact us using the information in Section 12. We will respond to verifiable consumer requests within 45 days as required by law.

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## 7. Data Retention

We retain contact inquiry information for as long as necessary to respond to your inquiry and for a reasonable period thereafter for business continuity and legal compliance purposes. Server log data is typically retained for 90 days unless a longer retention period is required for security or legal reasons.

If you would like us to delete your information before the standard retention period, please contact us directly.

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## 8. Data Security

We implement reasonable administrative, technical, and physical safeguards designed to protect the information we collect against unauthorized access, disclosure, alteration, or destruction. These measures include TLS/SSL encryption for data in transit and access controls on systems that store contact information.

No method of transmission over the Internet or electronic storage is completely secure. We cannot guarantee absolute security, but we are committed to promptly addressing any security incidents in accordance with applicable law.

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## 9. Children's Privacy

This Site is directed to business professionals and is not intended for use by children under the age of 16. We do not knowingly collect personal information from children under 16. If we learn that we have inadvertently collected such information, we will delete it promptly.

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## 10. Third-Party Links

The Site may contain links to external resources such as the California GeoTracker database or regulatory agency websites. This Privacy Policy does not apply to those third-party sites. We encourage you to review the privacy policies of any external sites you visit.

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## 11. Changes to This Privacy Policy

We may update this Privacy Policy from time to time to reflect changes in our practices, Site functionality, or applicable law. When we make material changes, we will update the "Last Revised" date at the top of this page. We encourage you to review this page periodically. Your continued use of the Site after the revised date constitutes your acceptance of the updated policy.

## 12. Contact Us

If you have questions, requests, or concerns about this Privacy Policy or how we handle your information, please contact us:

RDP Consultants

Atascadero, California

Website: [www.rdp-usa.com](http://www.rdp-usa.com)

Email: [info@rdp-usa.com](mailto:info@rdp-usa.com)

*This document is intended to be a good-faith, legally-oriented privacy disclosure. RDP Consultants recommends periodic review by qualified legal counsel to ensure continued compliance with evolving federal and California privacy law.*