

North Carolina electronic Vendor Portal Privacy Policy

Version: February 2018

Thank you for visiting the North Carolina electronic Vendor Portal (eVP) and reviewing our privacy policy.

Information Collected and Stored Automatically

When you visit our website to browse, read pages, or download information, we automatically collect and store only the following information. This information is stored in a table, not by use of cookies:

1. The Internet domain and IP address from which you access our site;
2. The type of browser and operating system used to access our site;
3. The date and time you access our site;
4. The pages you visit; and
5. If you linked to the North Carolina electronic Vendor Portal from another Web site, the address of that Website.

If you register as a user of the Interactive Purchasing System (IPS) and or North Carolina E-Procurement Service, we store a record of the last page you saved, allowing you to continue with the registration process from the point at which you left off.

Information You Provide

Users who register as suppliers on the Service will be required to complete statewide vendor registration. The required information includes:

- Contact information for all locations within your company that do business with the State of North Carolina;
- Preferred method of receiving purchase orders (email, fax, Ariba Network);
- Ordering contact information, remittance contact information;
- Billing information for each location;
- Commodity information; and
- Information requested by the Office of the State Controller.

This information is sent to and stored in our eVP database so that registered suppliers may receive purchase orders and bid notifications from the State of North Carolina and other governmental entities using the system. Information relevant to a particular purchase order is sent to and may be stored in the financial information systems of the North Carolina State and local government entities that use the Service for their purchasing needs.

Our Use of Your Information

The State uses the information provided internally to facilitate its procurement process, to provide faster and more efficient service to its vendors and other users, to help us make our site more useful to

visitors, and to learn about the number of visitors to our site and the types of technology our visitors use. It also uses this information to notify you of procurement opportunities in areas for which you have indicated you are interested and to send you purchase orders.

Disclosure of Your Information

The State does not sell or rent the information you provide for use by any other person or entity. It may make your information available, under an appropriate confidentiality agreement, to a person or entity contracting with the State to operate, maintain or enhance the State's electronic procurement services and capabilities, solely for use in connection with that contractor's performance of its contract with the State. In addition, the State makes publicly available a capability on its IPS site to search for and obtain contact information for vendors registered in IPS, including contact information, location and HUB status. This capability also allows a search by commodity category, which will return a list of all vendors that have registered to receive notices for bidding opportunities available in that category.

The State may provide your information in response to lawful requests from law enforcement agencies, to an order of a court or administrative body and to other requests made in compliance with the North Carolina Public Records Act, N.C. Gen. Stat. 132-1 *et seq.*, or as otherwise required by law.

Other Sites

Other Internet sites that you can reach from the Service page have different privacy statements. Some of the statements are placed on their home pages. Some other sites do not have privacy statements at all. When visiting sites without published policy statements, you may wish to send an email to the Webmaster inquiring about the privacy policy and statement for the specific site.

Web Site Security

The Service provides password protection for all account information. Each user is responsible for maintaining the confidentiality of their assigned password and account and for all activities that occur under that password or account.

For web site security purposes and to ensure that this service remains available to all users, this computer system employs software programs to monitor network traffic to identify unauthorized attempts to upload or change information, or otherwise cause damage. These attempts to cause damage could be subject to legal action.

Changes to This Policy

We may change this Privacy Policy from time to time. Any changes we make will be incorporated into the copy of the policy available on the eVP web page from which you came to review this document. Prior versions of this Policy will be archived and maintained for at least three years after the date on which the version was superseded by a revised policy.