



Effective: August 2018  
Last Updated: September 2018

## PRIVACY POLICY

The Claims Processing Facility, Inc. ("CPF") provides asbestos claim processing services for the following trusts:

- The Bondex Asbestos Personal Injury Trust ("Bondex Trust"),
- The Eagle-Picher Industries Personal Injury Settlement Trust ("EPI Trust"),
- The Keene Creditors Trust ("Keene Trust"),
- The Raytech Corporation Asbestos Personal Injury Settlement Trust ("Raytech Trust"),
- The UNR Asbestos-Disease Claims Trust ("UNR Trust"), and
- The United Gilsonite Laboratories Asbestos Personal Injury Trust ("UGL Trust")  
(collectively, "the Trusts").

CPF respects the privacy of individuals who submit claims or seek payment from any of the Trusts. These individuals may include injured parties, dependents, their beneficiaries, their legal counsel or their personal representatives.

CPF takes appropriate measures to protect the Personal Information submitted to it. As used in this Privacy Policy, the term "Personal Information" means any information relating to an identified or identifiable natural person ("data subject").

CPF does not sell, share, or otherwise disclose any of the Personal Information it receives, other than in the limited circumstances set forth below.

CPF collects, uses, stores, and otherwise processes Personal Information in compliance with applicable data privacy laws and with all applicable Trust governing documents. To the extent this Privacy Policy is inconsistent with any of the Trusts' governing documents, the applicable Trust's governing documents shall control.

This Privacy Policy explains how we use, process, and safeguard the Personal Information submitted to us. Please read this Privacy Policy carefully. By submitting Personal Information to CPF or any of the Trusts, you are agreeing to its terms.

## **Collection and Use of Personal Information**

Absent a legal obligation to do so, you are not required to provide us with any Personal Information. However, if you choose not to provide required information to us, your claim may be disallowed. For further information, please review the requirements and disallowance procedures posted on the relevant Trust's website.

CPF accepts claim forms from law firms and pro se claimants. To be able to process the claim forms submitted to us, we collect Personal Information that is adequate, relevant and limited to what is necessary for us to carry out our responsibilities and perform related claims processing services.

The Personal Information we collect includes names, contact information, email addresses, social security numbers, dates of birth, gender, date of death of any decedents, medical information and medical records, tax and financial information, death certificate, occupational histories and exposures, and smoking history.

We use this Personal Information for, among other things, claim input, claim review, claim valuation, statutes of limitation administration, filing fee administration, negotiations, release administration, claim payments, trust administration and Alternative Dispute Resolution (ADR) processing.

## **Security of Personal Information**

CPF uses administrative, technical, and physical security measures to help protect Personal Information. While we have taken reasonable steps to secure the Personal Information submitted to us, please be aware that despite our efforts, no security measures are perfect or impenetrable, and no method of data transmission can be guaranteed against interception or other type of misuse. Therefore, we cannot guarantee complete security of the Personal Information submitted to us.

## **Processing of Personal Information**

We process Personal Information lawfully, fairly and in a transparent manner. By submitting Personal Information to us, you explicitly consent to the processing of that Information for claims processing and related services, as described above.

We process Personal Information to evaluate and establish legal claims, to comply with the relevant Trust Agreement, and to provide compensation to injured persons. The processing of Personal Information is necessary for CPF's and the relevant Trust's legitimate interests.

We retain Personal Information only for as long as it is necessary to fulfill the purposes for which it was collected and processed, satisfy CPF's responsibilities, and protect CPF's legitimate interests. We may also retain Personal Information to comply with legal or regulatory

requirements. When it is no longer necessary to retain Personal Information, we will securely destroy it in accordance with applicable laws and regulations.

### **Disclosure of Personal Information**

CPF requires that its employees, agents, and clients protect Personal Information from unauthorized access, use or disclosure. CPF does not disclose Personal Information to third parties (for the avoidance of doubt, other than our employees, agents, and clients), except (a) with the data subject's prior written permission; (b) as required or permitted by applicable law, regulations, courts or other tribunals; (c) in response to what CPF reasonably believes to be a properly served, valid and enforceable subpoena; or (d) to the extent CPF reasonably believes it is necessary to share the Personal Information with counsel for a Trust.

### **Withdrawal of Consent to Process Personal Information**

In case you have provided your consent to the processing of your Personal Information, you may withdraw your consent in full or in part at any time. To withdraw your consent, please contact [ehelp@cpf-inc.com](mailto:ehelp@cpf-inc.com). Please note that if you withdraw your consent to process required information before your claim is paid, your withdrawal of consent may have the effect of invalidating your claim.

Once we have received notification that you have withdrawn your consent, we will no longer process your information for the purpose(s) to which you originally consented unless we reasonably believe that there are legitimate grounds for continuing to process your Personal Information that supersede your interests, rights and freedoms. (For example, it may be necessary to continue to process your information to track claims or payments relating to a particular Trust.)

### **Rights of the Data Subject**

It is important to CPF that the Personal Information it receives and maintains be accurate and, where necessary, kept up-to-date. You have rights you can exercise under certain circumstances in relation to your Personal Information that we hold. You can request access, rectification, erasure and restriction of your Personal Information and request certain information in relation to its processing. You also have the right, under certain circumstances, to receive copies of your Personal Information, which may have been provided to us.

If you want to exercise one of these rights, please contact us at [ehelp@cpf-inc.com](mailto:ehelp@cpf-inc.com). We may need to request specific information from you to help us confirm your identity and ensure your right to access your Personal Information (or to exercise any of your other rights). This is done to ensure that Personal Information is not disclosed to any person who does not have the right to receive it.

## **Fees**

Under many circumstances you will not have to pay a fee to exercise any of your rights to request information concerning your Personal Information from us or to remove unwanted Personal Information. However, we may charge a reasonable fee or refuse your request if your request for access is unfounded or excessive. To the extent this Privacy Policy is inconsistent with any of the Trusts' governing documents, the applicable Trust's governing documents shall control.

## **Website Policies**

Our servers automatically collect information when you access our website, such as your IP address, your browser type, your operating system and your access times to the site. We use cookies and other tracking technologies on our website to help customize the site and improve your experience.

When you access the site, your personal information is not collected through the use of tracking technology. Most browsers are set to accept cookies by default. You can remove or reject cookies, but be aware that such action could affect the availability and functionality of the site. You may not decline web beacons. However, they can be rendered ineffective by declining all cookies or by modifying your web browser's settings to notify you each time a cookie is tendered, permitting you to accept or decline cookies on an individual basis.

Our website contains a link to the website for the United Gilsonite Laboratories Asbestos Personal Injury Trust. As CPF also provides claims processing services for this Trust, any information you provide to CPF for this Trust will also be covered by this Privacy Policy. We are not otherwise responsible for the privacy and security practices and policies of any third parties, including other sites, services or applications that may, in the future, be linked to or from our website.

Most web browsers and some mobile operating systems include a Do-Not-Track ("DNT") feature or setting you can activate to signal your privacy preference not to have data about your online browsing activities monitored and collected. No uniform technology standard for recognizing and implementing DNT signals has been finalized. As such, we do not currently respond to DNT browser signals or any other mechanism that automatically communicates your choice not to be tracked online. If a standard for online tracking is adopted that we must follow in the future, we will inform you about that practice in a revised version of this Privacy Policy.

## **Policy For Children**

While CPF and the Trusts may receive information concerning dependents and beneficiaries under the age of 16, we do not knowingly receive or solicit information directly from children under the age of 16.

## **California Privacy Rights**

California Civil Code Section 1798.83 permits our users who are California residents to request and obtain from us, once a year and free of charge, the names and addresses of all third parties with which we shared their Personal Information in the immediately preceding calendar year. If you are a California resident and would like to make such a request, please submit your request in writing to us using the contact information provided below.

## **Updates**

We may update our Privacy Policy at any time. We will make any such updated copy of our Privacy Policy available on our website. Please check our website regularly for any changes or updates.

## **Contact Us**

If you have questions or comments about this Privacy Policy, please contact us at: [ehelp@cpf-inc.com](mailto:ehelp@cpf-inc.com).