



CelesTrak

Privacy Policy

To obtain our most up-to-date privacy policy notice, please visit this page often.

Last Updated: May 28, 2019

Your privacy is very important to us and we are committed to protecting it. This Privacy Policy describes how AGI collects and uses personal information collected through the CelesTrak website or in person.

We reserve the right to update this Privacy Policy at any time and such updates will be posted on this page and be effective immediately. We encourage you to review this Privacy Policy periodically to remain informed.

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1. Types of Information we Collect and Why

We collect personal information. “Personal information” means information that allows someone to identify or contact you.

Personal Information

Directly from you: If you scan your badge at an event or provide your business card, we may obtain your name, mailing address, email address, telephone number, job title, the name of your organization. If you visit our offices, we may require you to register as a visitor and to provide your name, the name of your organization, your address, and proof of citizenship (including passport information); in addition, sometimes we may need to take a photograph of you. If you participate in a meeting that is being recorded, your name, your image and voice might be captured. Where applicable law permits, our offices’ cameras capture images for security purposes and for crime prevention.

Through our website: our website might collect certain information automatically and store it in log files. The information may include internet protocol (IP) addresses, the region or general location where your computer or device is accessing the internet,

browser type, operating system and other usage information about the use of our website, including a history of the pages you view. We use this information to help us design our site to better suit your needs. We may also use your IP address to help diagnose problems with our server and to administer our website, analyze trends.

Note that in addition to the information that we collect from you directly, we may receive information about you from other sources, including third parties, business partners, affiliates, or publicly available sources.

2. How we use the Information

In addition to the uses described above, we may use your personal information, in the following ways:

- ☞ To operate, maintain, monitor, and protect the security and integrity of our services.
- When you contact us, we keep a record of your communication to help solve any issues.

3. How we Share the Information

Affiliates and Acquisitions: We may share your personal information with corporate affiliates (e.g., sister companies, subsidiaries, joint ventures, or agents that help us run our business). If AGI becomes involved in a merger, acquisition, reorganization, or any form of sale or transfer of some or all of its assets, we may share your personal information with the acquiring party.

Disclosures without your consent: We may share your personal information if we determine that it may be needed or requested to satisfy any applicable governmental law, regulation, investigation by public authorities, or proceeding. We may also share your personal information if we have a good faith belief that the disclosure is necessary to prevent or respond to fraud, defend *celestrak.com*, or protect the rights, property, and safety of AGI, our customers, users, and the public.

External websites and Social Media: Please note that *celestrak.com* may contain links to independent websites, products, or services, including social media features and widgets, which are hosted by third parties and are governed by their privacy practices. If you visit these sites, it is your responsibility to protect your privacy by reviewing the other parties' Privacy Policies.

Suppliers and service providers: We may share your personal information with suppliers and service providers to enable such parties to perform functions on our behalf and, under our instructions, carry out the purposes identified in this policy. This includes, but is not limited to, our IT service providers.

Disclosures with your consent: We may share your personal information in any other way for which we obtain your consent.

4. Security

We take reasonable measures to protect your information from loss, misuse, unauthorized access, alteration, disclosure, or destruction. All personal information is protected using appropriate physical, technical, and organizational measures.

While we use reasonable efforts to prevent unauthorized, third-party access to personal information, we cannot completely ensure or warrant the security of the information that you transmit and you agree that you do so at your own risk. In the event that we are required by law to inform you of any breach of personal information, we will do so according to the laws and regulations that apply to us.

5. Data Integrity and Access to Your Information

We rely on you to update and correct your personal information. You can edit your information at any time by contacting us at privacy@agi.com. We will correct our records upon verification of the requested change. We may decline to process requests that are frivolous, jeopardize the privacy of others, are extremely impractical, or when allowed by law.

6. Retention Period

Typically, we retain your personal information for the period necessary to fulfill the purposes outlined in this policy unless longer retention is required or permitted by law. We may also decide to delete your data if we believe that it is incomplete, inaccurate, or if we no longer need it. When we delete your personal information, it will be removed from our active database but it may remain in archives where it is not practical or possible to delete it. Furthermore, we may keep your information as needed to comply with our legal obligations, resolve disputes, and/or enforce any agreements.

7. Children Under 13

AGI does not knowingly or intentionally collect personal information from children under the age of 13. If it comes to our attention that you are under 13, we will terminate your account and take reasonable steps to delete the persona data that you have shared with us. You may also contact us to request deletion if you believe that we have inadvertently collected information about a child under the age of 13.

8. International Transfer of Information

Your personal information is processed in the United States and other countries, where we have offices and resellers, where privacy laws may be less stringent than the laws in your country and where the government courts or law enforcement may be able to access your information. By submitting your personal information to us, you agree to the transfer, storage, and processing of your information. With respect to transfers originating from the European Economic Area (“EEA”) to the US, we participate in and have certified our compliance with the EU-US Privacy Shield. With respect to transfers originating from the EEA to other countries, we implemented standard contractual clauses approved by the European Commission and other appropriate solutions as required and permitted by Art. 46 and 49 of the GDPR.

9. EU-US Privacy Shield and Swiss-US Privacy Shield

In addition to our Privacy Policy above, AGI complies with the EU-U.S. Privacy Shield and Swiss-US Privacy Shield Frameworks as set forth by the U.S. Department of Commerce regarding the collection, use, and retention of personal information transferred from the European Union to the United States. This Section 9 only applies to data covered by privacy shield. AGI hereby declares to the Department of Commerce that it is committed to comply with the Privacy Shield Principles and handle all personal information received from the EU accordingly. Under certain circumstances, AGI may remain responsible for any of your personal information that is shared under the Onward Transfer Principle with third parties for external processing on our behalf. If there is any conflict between the terms in this privacy policy and the Privacy Shield Principles, the Privacy Shield Principles shall govern.

You have the right to limit the use or disclosure of your personal information by writing to us by mail or email at the addresses provided below and requesting the limitation or disclosure of your personal information. In accordance with the Data Integrity and Purpose Limitation Principle of the EU-U.S. Privacy Shield and Swiss-EU Privacy Shield, AGI will take reasonable steps to ensure that personal information is relevant to its intended use, accurate, complete, and current.

AGI is also subject to the investigatory and enforcement powers of the US Federal Trade Commission (FTC). If you are unable to resolve the matter directly with AGI, after a good faith effort to address it, you may refer a complaint to [JAMS](#), at no cost to you, and we will work with them to resolve your concern. In cases where your complaint has still not been resolved by other means, the Privacy Shield Framework provides the right to invoke binding arbitration as a last resort, as described in [Annex I to the Privacy Shield Principles](#).

If your information is shared onwards on the basis of a contract, that contract will provide the same level of protection as the one guaranteed by the Principles.

AGI complies with the Recourse, Enforcement, and Liability Principle through a self-assessment system that includes internal procedures for training our employees about AGI’s privacy policies, disciplining misconduct, and reviewing our compliance periodically.

AGI is required to disclose personal information in response to lawful requests by public authorities, including to meet national security, law enforcement, or other public interest requirements.

To learn more about the Privacy Shield program and to view AGI’s certification, please visit <https://www.privacyshield.gov/>. If you have an inquiry regarding our privacy practices in relation to our Privacy Shield certification, we encourage you to contact us at privacy@agi.com.

10. Permitted Purposes for Processing Information

We process your personal information for a variety of permitted purposes, including:

Legal Obligation: Where it is necessary for compliance with legal obligations; whether it is to carry out denied party screening, due diligence, to perform a pre-hiring check, to comply with export control laws, anti-bribery laws, corruption laws.

Legitimate Business Interest: Where the processing is in our legitimate interests and not overridden by your data protection interests; whether to ensure compliance with our internal policies, security and business continuity, to improve business processes,

training and webinars, advertising, marketing and public relations, to organize corporate events, conferences, or to protect, manage, and improve our websites and other services.

Consent: Where you provide us your consent; whether it is to deal with your inquiries or requests to obtain more information about our company, to the extent required by laws consent for advertising, marketing, and public relations purposes.

11. Data Breaches

If a data breach that is likely to result in a high risk of adversely affecting your rights and freedoms occurs, we will inform you of this without undue delay, or within the period specified under GDPR. Where legally permitted, this notification will be made via email, post, or telephone.

12. Your Rights (EU)

If you are in the EU, you have the right, in specific circumstances, to:

- Access to your personal information;
- Rectify inaccurate or incomplete information or request it to be erased;
- Ask us to move, copy, or transfer your personal information back to you or another;
- Object to the processing of your personal information for marketing purposes;
- Withdraw consent if we are processing your personal information solely on the basis of consent;
- Ensure that any significant decisions affecting you are not made purely by automated means based on an online profile and you have the opportunity to challenge the decision;
- Complain to a supervisory authority about our privacy practices.

For further details about your privacy rights under GDPR, please visit: https://ec.europa.eu/info/law/law-topic/data-protection/reform/rights-citizens/my-rights_en

13. Other International Users

AGI is headquartered in the United States and *celstrak.com* is hosted in the United States. If you are an international visitor, you should be aware that by providing your personal information, you are: (i) permitting the transfer of your personal information to the United States, which may not have the same data protection laws as the country in which you reside; and (ii) permitting the use of your personal information in accordance with this Privacy Policy.

14. California Users

While at this time we do not share any of your personal information with third parties for their direct marketing purposes, if we ever do, we will inform you. If you are a California resident who has an established business relationship with us, California law allows you to request information regarding the disclosure of your personal information by AGI to third parties for the third parties' direct marketing purposes. If you wish to do so, you may contact us at the address provided below.

15. Contact Information

If you have any questions or concerns regarding this Privacy Policy or complaints about non-compliance with the EU Privacy Shield (Note: Privacy Shield organizations must respond within 45 days of receiving a complaint), contact us at:

Analytical Graphics, Inc.
220 Valley Creek Blvd
Exton, PA 19341
Email: privacy@agi.com

Please note that any requests will require verification of your identity, which may mean that you will need to disclose additional personal information. Furthermore, we will not be able to comply with your request in certain circumstances, especially if unfounded or excessive.