



# H&P Privacy Notice

**HELMERICH & PAYNE**



## Overview

This Privacy Notice describes how Helmerich & Payne, Inc. and its subsidiaries (the "Company") collects, uses, shares, and otherwise processes Personal Data (defined below) about individuals who work for, or on behalf of, our business customers ("Business Customers"), suppliers or vendors ("Suppliers"), and business partners, including joint ventures, as well as investors and shareholders ("Business Partners") (collectively, "you" or "Individuals"). This Privacy Notice applies to Personal Data we collect through normal business dealings including online interactions via our company website. If you are a California resident, please click here, [Notice to California Residents](#), to see the privacy statement applicable to you.

## What data we collect

### Personal Data

Personal Data is any information that identifies, relates to, or describes you, or data that is reasonably capable of being directly or indirectly associated or linked to you.

We collect the following categories of Personal Data:

<b>Basic Data</b>	Name, title, job responsibilities, phone number, mailing address, email address, images or likeness, and contact details.
<b>Transaction Data</b>	Transaction history, payment details, and performance data.
<b>Marketing Data</b>	Data about individual participation in trade shows and conferences, credentials, associations, product interests, and preferences.
<b>Compliance Data</b>	Citizenship Status, Business Owner/Shareholders Names, Date of Birth, National ID Numbers, and Passport Details
<b>Device Data</b>	Computer Internet Protocol (IP) address, unique device identifier (UDID), cookies and other data linked to a device, and data about usage of our Sites (Usage Data).

The categories of Personal Data that we collect generally does not include any sensitive categories of data as defined under data privacy laws, with the exception of passport details as needed to provide the services and comply with legal obligations under US law. Where collected, we only use such sensitive Personal Data for the purposes for which it is collected.

## Sources of Personal Data

We collect personal data from a variety of sources including:

- Directly from you (the individual) and your employer/company
- Open government databases and other public sources



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## Use of Personal Data

The purposes for which we use Personal Data are as follows:

<b>Perform Transactions and Respond to Inquiries</b>	We use basic data, transaction data, and marketing data.
<b>Manage accounts and maintain business operations</b>	We use basic data, transaction data, and marketing data.
<b>Advertising, profiling, and direct marketing</b>	We use basic data, transaction data, and marketing data.
<b>Address compliance and legal obligations</b>	We use basic data, transaction data, and compliance data.
<b>Maintain Security Operations</b>	We use basic data and compliance data.
<b>Make our sites easier to use</b>	We use device data.
<b>Consider individuals for employment</b>	We use basic data.

## Data Disclosure

We disclose Personal Data to the following categories of recipients:

<b>Within the affiliated group</b>	We disclose Personal Data within our affiliated group of companies as necessary for the purposes identified above.
<b>Suppliers and service providers</b>	We disclose Personal Data with suppliers and service providers to enable such parties to perform functions on our behalf and under our instructions in order to carry out the purposes identified above. We require such parties by contract to provide reasonable security for Personal Data and to use and process such Personal Data on our behalf only.
<b>Authors, advisors, and financial institutions</b>	We disclose Personal Data with auditors for the performance of audit functions, with advisors for the provision of legal and other advice, and with financial institutions in connection with payment and other transactions
<b>Corporate purchases</b>	We disclose Personal Data with any corporate purchaser or prospect to the extent permitted by law as part of any merger, acquisition, sale of HP assets, or transition of service to another provider, as well as in the event of insolvency, bankruptcy, or receivership in which Personal Data would be transferred as an asset of H&P.



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<b>Mandatory disclosures and legal claims</b>	We disclose Personal Data in order to comply with any subpoena, court order or other legal process, or other governmental request. We also share Personal Data to establish or protect our legal rights, property, or safety, or the rights, property, or safety of others, or to defend against legal claims.
<b>Suppliers and service providers</b>	We disclose Personal Data to suppliers and service providers to enable such parties to perform functions on our behalf and under our instructions in order to carry out the purposes identified above. We require such parties by contract to provide reasonable security for Personal Data and to use and process such Personal Data on our behalf only.
<b>Authors, advisors, and financial institutions</b>	We disclose Personal Data to auditors for the performance of audit functions, with advisors for the provision of legal and other advice, and with financial institutions in connection with payment and other transactions

## Marketing Choices

**You have control regarding our use of Personal Data for directing marketing.** If you no longer wish to receive any marketing communications, remain on a mailing list to which you previously subscribed, or receive any other marketing communication, **you can choose to not receive such communications at any time.**

If you have questions or want to unsubscribe from any marketing communications, , please contact us as specified in the "**Contact Us**" section below.

## Cookies and other technologies

We use and allow certain third parties to use cookies, web beacons, and similar tracking technologies (collectively, "**cookies**") on our Sites.

### What are cookies?

Cookies are small amounts of data that are stored on your browser, device, or the page you are viewing. Some cookies are deleted once you close your browser, while other cookies are retained even after you close your browser so that you can be recognized when you return to a website.

### How do we use cookies?

We use cookies to provide the Sites and services, gather information about your usage patterns when you navigate this Sites in order to enhance your personalized experience, and to understand usage patterns to improve our Sites, products, and services. We also allow certain third parties to place cookies on our Sites in order to collect information about your online activities on our Sites over time and across different websites you visit. This information is used to provide advertising tailored to your interests on websites you visit, also known as interest-based advertising, and to analyze the effectiveness of such advertising.



## Categories of Cookies

<b>Strictly Necessary Cookies</b>	These are required for the operation of our Sites. They include, for example, cookies that enable you to log into secure areas. These cookies are session cookies that are erased when you close your browser.
<b>Analytical/Performance Cookies</b>	These allow us to recognize and count the number of users of our Sites and understand how such users navigate through our Sites. This helps to improve how our Sites works, for example, by ensuring that users can find what they are looking for easily. These cookies are session cookies which are erased when you close your browser. We use Google Analytics, and you can see below for how to control the use of cookies by Google Analytics.
<b>Functional Cookies</b>	These improve the functional performance of our Sites and make it easier for you to use. For example, cookies are used to remember that you have previously visited the Sites and asked to remain logged into it. These cookies qualify as persistent cookies, because they remain on your device for us to use during a next visit to our Sites. You can delete these cookies via your browser settings.
<b>Targeting Cookies</b>	These record your visit to our Sites, the pages you have visited and the links you have followed to recognize you as a previous visitor and to track your activity on the Sites and other websites you visit. These cookies qualify as persistent cookies, because they remain on your device for us to use during a next visit to our Sites. You can delete these cookies via your browser settings. See below for further details on how you can control third party targeting cookies.

### What are your options if you do not want cookies on your computer?

You can change your Cookie preferences any time by visiting our Cookie Management Preferences Center below. This will let you revisit the Cookie consent banner and change your preferences or completely and immediately withdraw your consent for Functional & Analytics Cookies and Targeting Cookies. Essential Cookies are necessary to enable basic functionality and cannot be changed. Please note that our Cookie Management Preferences Center is deployed to each of our Sites individually. Due to practical limitations, if you visit more than one of our Sites, you will need to express your Cookie preferences separately on each Site.

You can review your Internet browser settings, typically under the sections "Help" or "Internet Options," to exercise choices you have for certain Cookies. If you disable or delete certain Cookies in your Internet browser settings, you might not be able to access or use important functions or features of this Sites, and you may be required to re-enter your log-in details.



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To learn more about the use of cookies for Google Analytics and to exercise choice regarding such cookies, please visit <https://tools.google.com/dlpage/gaoptout>.

To learn more about certain cookies used for interest based advertising by third parties, including through cross-device tracking, and to exercise certain choices regarding such cookies, please visit the [Digital Advertising Alliance](#), [Network Advertising Initiative](#), [Digital Advertising Alliance-Canada](#), [European Interactive Digital Advertising Alliance](#) or your device settings for if you have the DAA or other mobile app.

## Cross-Border Data Transfers

We transfer Personal Data to various jurisdictions as necessary for the purposes described above, including to the United States and other jurisdictions that may not provide the same level of data protection as your home country. We provide appropriate protections for cross-border transfers as required by law for international data transfers. With respect to transfers originating from the European Economic Area ("EEA"), we implement standard contractual clauses approved by the European Commission and other jurisdictions, and other appropriate solutions to address cross-border transfers as required by applicable law. Where required by such laws, you may request a copy of the suitable mechanisms we have in place by contacting us as detailed below.

## Data Security

We implement reasonable technical and organizational measures to protect Personal Data from loss, misuse and unauthorized access, disclosure, alteration, and destruction. In addition, we have procedures in place designed to limit access to your personal data to those employees, agents, contractors and other third parties who have a business need to know.

## Data Retention

Your Personal Data is stored by the Company and/or our service providers, strictly to the extent necessary for the performance of our obligations and for the time necessary to achieve the purposes for which the Employee Candidate Data is collected, in accordance with applicable data protection laws, and in accordance with our record retention policies and schedules.

## Data Subject Rights

Pursuant to applicable data protection laws you may have the right to:

- Request access/right to know to your Personal Data
- Request rectification/correction of your Personal Data
- Request deletion or erasure of your Personal Data
- Request restriction of processing of your Personal Data
- Request data portability
- Object to the processing of your Personal Data
- Right of no retaliation/non-discrimination for exercising your rights

Please note that these aforementioned rights might be limited under the applicable



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national data protection law.

To exercise your rights, please contact us as stated below. You also have the right to lodge a complaint with the competent data protection supervisory authority in the relevant jurisdiction.

## NOTICE TO CALIFORNIA RESIDENTS

If you reside in the United States in the state of California, we are required by California privacy law to provide you with information about how we use and disclose your personal information, and what your rights are with regard to how we use your personal information. We have included this California-specific information below.

### California Personal Information.

We collect certain categories and specific pieces of information about individuals that are considered "Personal Information" in California ("**CA Personal Information**"). Specifically, we may collect the following types of CA Personal Information:

<b>Identifiers</b>	Name, address, telephone number, email address, IP address, and passport number.
<b>Commercial information</b>	Products or services purchased, obtained or considered, other purchasing or consuming histories or tendencies, payment information, transaction history;
<b>Professional or employment-related information</b>	Name, address, telephone number, email address, job title, job responsibilities
<b>Internet or other electronic network activity information</b>	Computer and connection information, statistics on page views, traffic to and from the websites, ad data and other standard weblog information
<b>Geolocation</b>	General location information through the use of our website, services and/or products.

Certain CA Personal Information that we collect about you may be considered **sensitive personal information** within the meaning of California law, including passport number. We only use and disclose sensitive personal information as necessary in connection with the performance of services and the provision of goods, compliance with federal, state, or local laws, and as otherwise permitted by California law.

### Sources

We collect certain categories of CA Personal Information from you and other third parties. The categories of third parties from whom we collect CA Personal Information include the following:

- Third-party partners (e.g., distributors, certified installers);
- Third party applications (including blogs, chat rooms, or support centers);
- Advertising networks; and



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- Other companies or organizations, such as market research firms or data aggregators.

## Purposes

We use CA Personal Information for business purposes, including: performing transactions, responding to inquiries, managing accounts and maintaining business operations, and addressing compliance and legal obligations. We use CA Personal Information for commercial purposes, including advertising, profiling, and direct marketing.

## Disclosure of CA Personal Information

We may disclose the categories of California Personal Information described above for business purposes described above to:

- Third party service providers that perform data processing activities on our behalf, and subject to appropriate privacy and security obligations;
- Customers, distributors, and intermediaries in connection with the performance of transactions;
- Government and other authorities as required by law;
- Potential purchasers and other parties in connection with the sale, purchase or merger of a business; and
- Others to the extent necessary to comply with applicable law and as otherwise permitted under California Privacy Law.

We may also disclose Identifiers, Internet or other electronic network activity information, and Geolocation data for the commercial purposes described above to third party service providers and social media and ad networks.

## Retention of CA Personal Information

We typically retain CA Personal Information related to marketing activities for as long as you accept marketing communications from us. For CA Personal Information that we collect and process for other purposes described above, we typically retain such CA Personal Information for no longer than for the period necessary to fulfill the purposes outlined in this Privacy Statement and as otherwise needed to address tax, corporate, compliance, litigation, and other legal rights and obligations.

## California Consumer Rights

Subject to certain exceptions, as a California resident, you have the right to request:

- Deletion of your CA Personal Information;
- Correction of inaccurate CA Personal Information;
- The right to know/ access the categories of CA Personal Information that we collect about you, including the specific pieces of CA Personal Information;
- The categories of CA Personal Information disclosed for a business purpose; and
- Information about the categories of CA Personal Information about you that we have shared and the categories of third parties to whom the CA Personal Information was shared.

## Do Not Sell or Share My Information

In addition to the above, California residents have the right to opt-out of the selling or sharing of their CA Personal Information, as such terms are defined under California





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Privacy Law.

To exercise this right, please use the "Cookie Settings" button displayed on our website. ([Privacy Settings](#)) Please note that our Cookie Management Tool is deployed to each of our sites individually. Due to practical limitations, if you visit more than one of our sites, you will need to express your cookie preferences separately on each site. We do not engage in any sales or sharing of Personal Data except via cookies. We have configured our cookie management tool to honor opt-out preference signals sent by Global Privacy Control ("GPC") within the browser. Due to technical limitations, the GPC signal is only honored within the particular browser. Beyond GPC, we do not currently respond to web browser "do not track" signals or other mechanisms that indicate your preference for not having information collected over time and across different Web sites or digital apps following your visit to one of our sites.]

### **Exercising Your Privacy Rights**

If you are a California resident and wish to request the exercise of these rights as detailed above or have questions regarding the CA Personal Information collected or shared with third parties, please see the "Contact us" section below if you have questions, email us at [dataprivacy@hpinc.com](mailto:dataprivacy@hpinc.com) or call us at 844.981.2003. When submitting your request, please include the specific nature of your request, referencing "Your California Privacy Rights," as well as your first and last name, email address, and zip code or mailing address. We may apply any exceptions or other conditions available under law when responding to correction, deletion, or other requests. We will generally fulfil requests for access, correction, and deletion within 45 days of receiving a valid request. We may extend the respond time by another 45 days by notifying the individual of the time extension.

### **Non-discrimination For Exercise of Privacy Rights**

We will not discriminate against you by offering you different pricing or products, or by providing you with a different level or quality of products, based solely upon this request.

### **Authorized Agents**

To the extent that you elect to designate an authorized agent to make a request on your behalf, they must provide appropriate documentation including written signed permission from you, proof of your identity, and verification of their identity; or a valid, designated power of attorney as defined under the California Probate Code.

## **Changes to this Privacy Notice**

We may update this Privacy Notice from time to time as our services and privacy practices change, or as required by law. The effective date of our Privacy Notice is posted below, and we encourage you to visit our Sites periodically to stay informed about our privacy practices. We will post the updated version of the Privacy Notice on our Sites, and ask for your consent to the changes if legally required.



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## Contact Us

If you have questions or comments regarding this Privacy Notice or our privacy practices, please contact us at:

**Globally:**

[dataprivacy@hpinc.com](mailto:dataprivacy@hpinc.com) or +01 844.981.2003

Written communication sent to the following address: 222 N. Detroit Ave Tulsa, OK 74103

**Colombia Residents:**

[rnb@hpinc.com](mailto:rnb@hpinc.com) or 57.13816523 or +01 844.981.2003

Written communication sent to the following address: CALLE 100 # 9A-45 TORRE 2, PISO 7, BOGOTÁ D.C., COL.

For a proper submission of inquiries, complaints or claims, the holder must provide his/her full name, identification number, the reason for the request and the means through which the Company will respond. The Company is expected to respond within ten (10) business days from receipt of the inquiry.

**Argentina Residents:**

[dataprivacy@hpinc.com](mailto:dataprivacy@hpinc.com) or 97.124147555 or 01 844.981.2003

Written communication sent to the following address: Edison 2659 Piso 2 Edificio Oeste, B1640HSA, Buenos Aires, AR

The Public Access Information Agency, in its capacity as the Enforcement Authority of Law No. 25,326, has the power to receive complaints and claims from individuals affected by non-compliance with current personal data protection law.

***You may also have a right to lodge a complaint with a supervisory authority. When exercising your Data Subject Rights, we may need to request additional information to verify your identity. This information will be used solely for this purpose, and will be deleted once no longer needed to fulfill your request.***

Effective Date: May 15<sup>th</sup>, 2019

Revised Date: March 1<sup>st</sup>, 2024