



Thank you for visiting the North Carolina E-Procurement Service 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 E-Procurement Service from another Web site, the address of that Web site.

If you register as a user, 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.

The E-Procurement Service uses this information 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.

### **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;
- and Commodity information.

This information is sent to and stored in our E-Procurement database so that registered suppliers may receive purchase orders from the state of North Carolina. Information is sent to the North Carolina Accounting System database, which is maintained by the Office of the State Controller.

### **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.

The Service uses encryption for information on web pages that contain login or editable bank account information. Non-editable bank account information is masked.

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.