	Privacy Policy		Document ID:	EBPC-POL-12
	Owner: Stakeholder Relations Manager		Version #:	04
			Issue Date:	2023-02-22
			Review Date:	2024

Emera Brunswick Pipeline Company Limited, carrying on business as Emera New Brunswick (ENB or the Company) has established this Privacy Policy based on the federal *Personal Information Protection and Electronic Documents Act* (PIPEDA). It sets out ENB's practices related to the collection, use and disclosure of personal information belonging to individuals ENB interacts with, including landowners, contractors, and other community stakeholders.

ENB is committed to maintaining the standards of confidentiality established by the federal government under PIPEDA with respect to the personal information in the Company's possession. This Policy describes ENB's management of that personal information and provides contact information for the Company's Privacy Officer. Individuals who have questions about this Policy or wish to access the personal information about them ENB has in its possession can contact the Company's Privacy Officer. Please see Section 3 of this Policy document for the Privacy Officer's contact information.

1. Collection, Use and Disclosure of Personal Information

1.1. Personal information ENB collects

Personal information is information that may be used to identify a specific individual. Examples of personal information include an individual's name, address, email and phone number. In the course of carrying out ENB's commercial activities, it is necessary for ENB to collect, use, and disclose information about individuals. ENB limits its collection, use, and disclosure of personal information to the purposes for which the personal information was collected.

1.2. Why ENB collects and uses personal information

ENB collects and uses personal information for the following purposes:


- Collection from customers, landowners, contractors and other individuals to confirm identity and related contact information
- To meet legal, regulatory and contractual obligations
- To manage, develop and improve the Company's operations to ensure the safe and efficient operation of our business
- To provide information about pipeline safety, emergency response and damage prevention
- To understand stakeholders' needs through the use of surveys that provide us with important information about the effectiveness of our safety information materials, or other communications

If ENB identifies a new purpose for the personal information that we have collected from customers, landowner, contractors or other individuals, ENB will obtain consent before using the personal information for the new purpose.

1.3. Personal information ENB discloses

ENB may be required to disclose personal information about individuals in certain situations, including the following:

- To an affiliated company or a third-party service provider where the third party has agreed to handle the information in accordance with ENB's privacy protection policies and applicable legislation
- To a person whom ENB reasonably believes to be acting as the individual's agent
- To a public authority, or its agent, to the extent required to comply with legal or regulatory requirements
- For the purpose of a proposed sale of a part of our business, in which case, ENB will obtain the agreement of third parties to protect the confidentiality of information disclosed

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1.4. Consent for the Collection, Use or Disclosure of Personal Information

ENB will only collect, use or disclose personal information with an individual's consent, except in these limited circumstances:

- When required by law or law enforcement purposes
- For an emergency that threatens life, health or security
- For the purpose of collecting on a debt owed to ENB
- If the information is publicly available

An individual may withdraw or limit their consent to ENB's collection, use or disclosure of personal information at any time, subject to any legal or contractual restriction and reasonable notice. Withdrawal of consent may change the way in which ENB is able to interact with an individual.

1.5. Storing and Safeguarding Personal Information

ENB may store personal information in electronic databases or e-mail systems, hosted by ENB or our service providers, for periods of time and with security safeguards that are commensurate with the nature and sensitivity of the information. Access to personal information is restricted to authorized individuals whose job function requires them to have access to this information.

Personal information stored with third party service providers will be managed pursuant to ENB's agreements with these service providers, whereby ENB expects the service providers to have, at a minimum, the same security protections in place as ENB.

2. Accessing, Updating and Correcting Personal Information

An individual has the right to ask ENB whether the Company holds any personal information about them. If personal information about them is in ENB's possession, that individual may make a reasonable request to ENB to access, update or correct their personal information

ENB will respond to such requests for access within 30 days of receiving the request.

Individuals may refuse consent for ENB to collect, use or disclose their personal information. Individuals can also withdraw a previously given consent at any time. However, by doing so, depending on the circumstance, individuals may be limiting or even preventing ENB's ability to communicate with them.

3. Contact Information and Resources

Any individual wishing to access their personal information, change their consent, or direct a question or concern related to this Privacy Policy at ENB, may contact the Company's Privacy Officer as follows:

Emera New Brunswick
Attention: Privacy Officer
1 Germain Street, Suite 1102
Saint John, New Brunswick E2L 4V1
PrivacyOfficerEmeraNewBrunswick@emera.com
(506) 693-4214

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4. Visiting the ENB Website

An individual who visits ENB's website, www.emeranewbrunswick.com, is not required to provide any personal information, such as their name, address, or telephone number. Nor is such information collected on ENB's website passively, by electronic means.

In some cases, ENB's website may collect visitor information that is not personally identifiable. Examples of this type of information include: Internet protocol (IP) address, type of internet browser and domain name. This information is used internally, only in aggregate form, to better serve ENB's stakeholders by helping the Company manage and improve the content available on ENB's website and to diagnose technical problems.

ENB may store 'cookies' on your computer when you visit the Company's website if needed to help display the web pages. It will not be used to collect any form of personal information.

5. ENB Commitment to the Ten Privacy Principles

ENB is committed to managing and protecting personal information in accordance with following Ten Principles for the Protection of Personal Information:


1. **Accountability:** ENB is responsible for personal information under its control and has designated a Privacy Officer who is accountable for ENB's compliance with these principles.
2. **Identifying Purpose:** The purposes for which personal information is collected must be identified by ENB at or before the time the information is collected.
3. **Consent:** The knowledge and consent of the individual are required for the collection, use, or disclosure of personal information, except where inappropriate.
4. **Limiting Collection:** The collection of personal information must be limited to that which is necessary for the purposes identified by ENB. Information must be collected by fair and lawful means.
5. **Limiting Use, Disclosure, and Retention:** Personal information must not be used or disclosed for purposes other than those for which it was collected, except with the consent of the individual or as required by law. Personal information must be retained only as long as necessary for the fulfilment of those purposes.
6. **Accuracy:** Personal information must be as accurate, complete, and up-to-date as is necessary for the purposes for which it is to be used.
7. **Safeguards:** Personal information must be protected by security safeguards appropriate to the sensitivity of the information.
8. **Openness:** ENB must make readily available to individuals specific information about its policies and practices relating to the management of personal information.
9. **Individual Access:** Upon request, an individual must be informed of the existence, use, and disclosure of his or her personal information and must be given access to that information. An individual must be able to challenge the accuracy and completeness of the information and have it amended as appropriate.
10. **Challenging Compliance:** An individual must be able to address a challenge concerning compliance with the above principles to the Privacy Officer accountable for the ENB's compliance.

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6. Changes to this Privacy Statement

To ensure that ENB's Privacy Policy is kept current, the Company reserves the right to update it from time to time. Any changes will be effective when posted to ENB's website.

Emera New Brunswick requires all employees to discharge their jobs in accordance with this Policy.



 Ryan O'Hara
 General Manager; Accountable Officer
 Emera New Brunswick

Feb 22/23

 Date