

Privacy Policy Regarding Social Security Numbers

Anadarko Petroleum Corporation takes seriously its responsibility to protect the privacy and confidentiality of individuals who share their social security numbers with us in the course of doing business with the company. We have established a corporate policy to safeguard and protect the confidentiality of social security numbers as required by a statute passed by the Texas State Legislature in 2005.

The following Q&A section answers the questions most frequently asked about our practices in this area.

How are social security numbers collected?

Anadarko collects and maintains an individual's social security number during the course of a Business Transaction only for legitimate business purposes. For purposes of this Policy, a Business Transaction is defined as any relationship whereby Anadarko collects an individual's social security number (including, but not limited to, employer-employee relationships, vendor-vendee relationships, lessor-lessee relationships relating to mineral interests, and for security access purposes).

How and when are social security numbers used?

Social security numbers are generally collected at the inception of a Business Transaction and are then used as authorized or required by law. For example, Anadarko uses social security numbers of:

- employees and other onsite visitors for identification and background investigations;
- vendors for tracking, monitoring, and tax reporting purposes; and
- mineral interest owners for tax withholding purposes or to comply with the IRS regulations.

Who has access to social security numbers?

Only authorized Anadarko personnel, agents, and independent contractors have access to social security numbers.

How are social security numbers protected?

Anadarko maintains premises-access procedures and computer-security measures to protect the social security numbers within its databases and files.

How are social security numbers disposed of?

Anadarko has a Document and Records Management Policy which sets out the procedures for the retention and subsequent destruction of Anadarko records, including those records that contain social security numbers.