

RGIS LLC (“RGIS”) maintains this site, which includes the domains known as “rgis.com” (“the site”) and provides this privacy statement (“Privacy Policy”) effective, 29th May 2007. Our Privacy Policy complies with UK Data Protection Act 1998, the EU Directive on Data Protection 95/46/EC and the EU Directive on Personal Data in Electronic Communications 02/58/E.

Safe Harbor Certification

In light of the international nature of our business, RGIS’ privacy practices are self-certified to the Safe Harbor Program agreed to by the US Department of Commerce and the European Commission. RGIS complies with the US-EU Safe Harbor Framework and the US-Swiss Safe Harbor Framework as set forth by the US Department of Commerce regarding the collection, use, and retention of personal information from European Union member countries and Switzerland. RGIS has certified that it adheres to the Safe Harbor Privacy Principles of notice, choice, onward transfer, security, data integrity, access, and enforcement. To learn more about the Safe Harbor program, and to view our certification page, please visit <http://www.export.gov/safeharbor/>.

Important Notice

The RGIS Properties and their servers are all operated in the United States and elsewhere. If you are located outside of the United States, please be aware that any Personal Information or Other Information (each as defined below and collectively, the “Information”) you provide to us and/or that we collect from you will be transferred to, processed, and used in the United States in accordance with the terms set forth. By using the RGIS Properties and/or providing us with any Personal Information, you hereby irrevocably and unconditionally consent to such transfer, processing, and use in the United States.

Information about our site

RGIS respects your privacy and is committed to protecting it. The purpose of this Privacy Policy is to inform you of our practices and how site visitor and personal information are collected and processed.

Consent

By using the site, you consent to the collection and use of the information for the purposes set out below. We may – and you authorize us to – share Other Information about your activity while using the RGIS Properties with third parties for the purpose of tailoring, analyzing, managing, reporting, and optimizing advertising you see through the RGIS Properties and elsewhere.

The Information We Collect and/or Receive

In the course of operating the RGIS Properties, RGIS will collect (and/or receive) the following types of information. You authorize us to collect and/or receive such information.

Type of Information collected

- **Personal Information**

When you request information or apply for a job through this site, we may need to know some personal information about you including:

- Name
- Gender
- Contact information including e-mail address
- Information relevant to customer surveys and/or offers.
- Information relevant to recruitment processes

Your personal data will be processed to:

- send information to you which it thinks may be of interest to you if you indicate that you want to receive marketing material or similar communications or
- for the recruitment and selection purposes

If we require sensitive personal data then we will ensure that the collection and use is in strict accordance with the UK Data Protection Act 1998 principles of data protection and data privacy.

- **Other Information**

In addition to the Personal Information, we may collect additional information (collectively, the “Other Information”). Such Other Information may include:

- a. From You. Additional information about yourself that you voluntarily provide to us, such as your communication preferences (e.g., receiving SMS messages, e-mails, or phone calls), personal interests, product and service preferences, and other information that does not identify you personally.
- b. From Your Activity. Information that we automatically collect when you use the RGIS Properties, including, without limitation:

When you visit the RGIS Properties, we may collect your IP address (which may consist of a static or dynamic IP-address and will sometimes point to a specific identifiable computer), browser type and language, referring and exit pages and URLs, date and time, amount of time spent on particular pages, sections of the RGIS Properties visited, etc.

When you use the RGIS Properties, we may collect information regarding your activity occurring via the RGIS Properties, including usage statistics (e.g., number and timing of uses, performance statistics, etc.) As is true of most web sites, we gather certain information automatically and store it in log files. This information may include internet protocol (IP) addresses, browser type, internet service provider (ISP), referring/exit pages, operating system, date/time stamp, and/or clickstream data. We may combine this automatically collected log information with other information we collect about you. We do this to improve services we offer you, to improve marketing analytics, or site functionality.

Use of Cookies

Cookies are small pieces of information that are stored by your browser on your computer's hard drive. They enable us to provide features such as remembering aspects of your last search to make subsequent searches faster. Cookies can be deleted from your hard drive if you wish. Most web browsers automatically accept cookies, but you can change your browser settings to prevent that. Even without a cookie you can use most of the features on the web site. Our cookies do not contain any personally identifying information. Cookies are also used in email messages you have agreed to receive and at our website to help us measure how visitors use our site.

These third parties may use cookies, pixel tags (also called web beacons or clear gifs), and/or other technologies to collect information about your activities on this site and other sites in order to provide you advertising based upon your browsing activities and interests. Pixel tags enable us, and these third-party advertisers, to recognize a browser's cookie when a browser visits the site on which the pixel tag is located in order to learn which advertisement brings a user to a given site. If you wish to not have this information used for the purpose of serving you interest-based ads, you may opt-out by clicking <http://preferences-mgr.truste.com> (or if located in the European Union click here). Please note this does not opt you out of being served ads. You will continue to receive generic ads.

How We Use and Share the Information

You authorize us to use the Information to deliver correspondence, communications, or services, such as newsletters, events, training, that you request or purchase; process orders; provide and improve the RGIS Properties; solicit your feedback; inform you about our products and services and those of our third-party marketing partners; and administer our promotional programs. You also authorize us to use and share the Information as described below.

- In order to administer our promotional programs, we may share your Information with our third-party promotional and marketing partners, including, without limitation, businesses participating in our various programs and only in the ways that are described in this privacy policy. We do not sell your personal information to third parties.
- We may, from time to time, share your Information with other companies who may provide you information about the products and services they offer. If you do not want us to share your personal information with these companies, contact us at privacy@rgis.com.
- In an ongoing effort to better understand our users, customers, and the RGIS Properties, we might analyze the Other Information in aggregate and anonymized form in order to operate, maintain, manage, and improve the RGIS Properties. This aggregate information does not identify you personally. We may share this aggregate data with our affiliates, agents, advertisers, and business partners. We may also disclose aggregated user statistics in order to describe our products, services, and the

RGIS Properties to current and prospective business partners and to other third parties for other lawful purposes.

- We may employ other companies and individuals to perform functions on our behalf. Examples may include providing network services, information technology support, and customer service. These other companies will have access to the Information only as necessary to perform their functions and to the extent permitted by law.
- We may share some or all of your Information with any of our parent companies, subsidiaries, joint ventures, or other companies under common control with us.

As we develop our businesses, we might sell or buy businesses or assets. In the event of a corporate sale, merger, reorganization, sale of assets, dissolution, or similar event, the Information may be part of the transferred assets. You will be notified via email and/or a prominent notice on our Web site of any change in ownership or uses of your personal information, as well as any choices you may have regarding your personal information.

- To the extent permitted by law, we may also disclose Information when required by law, court order, or other government or law enforcement authority or regulatory agency, or whenever we believe that disclosing such Information is necessary or advisable, for example, to protect the rights, property, or your safety, safety of RGIS or others or investigate fraud
- To any other third party with your prior consent to do so.

How We Protect Your Information

We take appropriate reasonable steps to protect the Personal Information from loss, misuse, and unauthorized access, disclosure, alteration, or destruction. You must however understand that no security system is impenetrable and the Internet is not a secure system. We thus cannot guarantee the security of our databases or the databases of the third parties with which we may share such Information, nor can we guarantee that the Information you supply will not be intercepted while being transmitted over the Internet. In particular, any e-mails sent to us may not be secure, and you should be extra careful about what information you send in such emails. If you have any questions about security on our Web site, you can contact us at privacy@rgis.com.

User Access and Choice

If your Personal Information changes, and you wish to correct, update, amend, or you no longer desire our services, you may ask to have your Personal Information removed from a directory or testimonial on our site or deactivate it by making the change on our member information page or by emailing our Customer Support at privacy@rgis.com or by contacting us by telephone. We will respond to your request to access within 30 days.

Unsubscribe

You may unsubscribe or opt-out of services at any time. Where we disclose your personal data for those purposes stated, we provide you with the means to opt-out of disclosure by either indicating in a box at the point of the site where personal data is collected, by sending an email to IT administrator at privacy@rgis.com. You should be aware, however, that it is not always possible to completely remove or modify information in our databases. However, you cannot opt out of receiving transactional e-mails related to your Account, such as emails about your use of the RGIS Properties.

Data Retention

We will retain and use your Information as needed to provide you services, and as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

External Websites

You may use the RGIS Properties to access third-party websites, and the RGIS Properties or the advertisements you receive through the RGIS Properties may contain links to third-party websites. RGIS has no control over the privacy practices or the content of any of the third-party websites that you may access using the RGIS Properties or the websites of our business partners, advertisers, sponsors, or other websites to which we provide links. As such, we are not responsible for the content or the privacy policies of those third-party websites. You should check the applicable third-party privacy policy and terms of use when visiting any other websites.

Children

We do not knowingly collect Personal Information from children under the age of 13 through the RGIS Properties. If you are under 13, please do not give us any Personal Information. We encourage parents and legal guardians to monitor their children's Internet usage and to help enforce our Privacy Policy by instructing their children never to provide Personal Information through the RGIS Properties without their permission. If you have reason to believe that a child under the age of 13 has provided Personal Information to us, please contact us, and we will endeavour to delete that information and terminate the child's account from our databases.

Changes to this Privacy Policy

RGIS reserves the right to amend or modify this Privacy Policy Statement at any time and in response to changes in applicable data protection and privacy legislation. We will post any changes on the RGIS Properties prior to the change becoming effective. By accessing or using the RGIS Properties after we make any such changes to this Privacy Policy, you are deemed to have accepted such changes. Please refer back to this Privacy Policy on a regular basis.

Safe Harbor Complaints

In compliance with the US-EU and US-Swiss Safe Harbor Principles, RGIS commits to resolve complaints about your privacy and our collection or use of your Personal Information. European Union or Swiss citizens with inquiries or complaints regarding this Privacy Policy should first contact RGIS via e-mail at privacy@rgis.com with “PRIVACY POLICY - SAFE HARBOR” in the subject line.

How to Contact Us

If you have questions about this Privacy Policy, please e-mail us at privacy@rgis.com.