

# Privacy Statement

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## **Effective Date of Privacy Notice for Individuals and Visitors: August 24, 2009**

### **DATA PRIVACY PRINCIPLES**

7Summits has long recognized the importance of maintaining the privacy of personal and sensitive information of our employees, individuals, candidates, clients, vendors and partners. The nature of our business requires us to collect and handle such information, and we have a responsibility to protect this information for as long as it is in our possession. At 7Summits, respecting our employees, individuals, candidates, clients, vendors and partners is a part of our core values, along with being committed to providing services in an ethical manner.

To support these obligations, 7Summits has created a set of global data privacy principles, which guide our efforts as they relate to privacy and the handling and protection of personal and sensitive information.

We respect your privacy by:

Offering privacy notices that explain how and why we handle personal information. Respecting your choices about our collection, use and sharing of information, where appropriate. Collecting, using and retaining only personal information that is relevant and useful to our business interactions. Using reasonable efforts to keep personal information accurate and up-to-date. Using safeguards to protect personal information. Limiting access to and disclosure of personal information. Retaining only the personal information that is needed to fill our legal and business obligations. Offering you the ability to view and update your personal information, where appropriate. Providing you with an opportunity to ask questions and register complaints about privacy.

**For more information on our privacy practices for individuals, please see the following notice:**

### **PRIVACY NOTICE FOR REGISTERED USERS AND VISITORS:**

If you have questions or concerns regarding this statement, you should contact our privacy staff at [contact\\_us@7summitsagency.com](mailto:contact_us@7summitsagency.com).

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7Summits 's Privacy Notice is designed to help you understand how we collect and use the personal information you decide to share, and help you make informed decisions when using our site, located at [www.7summitsagency.com](http://www.7summitsagency.com).

By using or accessing [www.7summitsagency.com](http://www.7summitsagency.com), you are accepting the practices described in this Privacy Notice.

### Providing Adequate Protection

7Summits has taken steps to ensure that all information transferred receives an adequate level of data protection. 7Summits retains personal information only for such time as is necessary as a result of the purpose(s) for which it was collected. If you have any complaints regarding our compliance with specific protection requirements you should first contact us at [contact\\_us@7summitsagency.com](mailto:contact_us@7summitsagency.com).

### The Information we collect

When you visit [7summitsagency.com](http://7summitsagency.com), you provide us with two types of information: personal information you knowingly choose to disclose that is collected by us and Web Site use information collected by us as you interact with our Web Site. When you register with [7summitsagency.com](http://7summitsagency.com), you provide us with certain personal information, such as your name and your email address.

When you enter [7summitsagency.com](http://7summitsagency.com), we collect your browser type and IP address. This information is gathered for all visitors. In addition, we store certain information from your browser using "cookies." A cookie is a piece of data stored on the individual's computer tied to information about the individual. We use session ID cookies to confirm that individuals are logged in. These cookies terminate once the individual closes the browser. We use a persistent cookie that stores your login ID (but not your password) to make it easier for you to login when you come back to [7summitsagency.com](http://7summitsagency.com). You can remove or block this cookie using the settings in your browser if you want to disable this convenience feature.

Any improper collection or misuse of information provided on 7summitsagency.com is a violation of the 7Summits Terms of Use and should be reported to [contact\\_us@7summitsagency.com](mailto:contact_us@7summitsagency.com).

7Summits may also collect information from you about others. For example, we may allow you to send an invitation about our site to a colleague. When we receive such information we will store it only as long as it is necessary to complete the request and to track the success of the service. Individuals may contact us to determine whether we are holding information about them on 7summitsagency.com. By using 7summitsagency.com, you are consenting to have your personal data transferred to and processed in the United States. Children under the Age of 14 7Summits does not knowingly collect or solicit personal information from anyone under the age of 14 or knowingly allow such persons to register. If you are under 14, please do not attempt to register for 7summitsagency.com or send any information about yourself to us, including your name, address, telephone number, or email address. No one under age 14 may provide any personal information to or on 7summitsagency.com. In the event that we learn that we have collected personal information from a child under age 14 without verification of parental consent, we will delete that information as quickly as possible. If you believe that we might have any information from or about a child under the age of 14, please contact us at [contact\\_us@7summitsagency.com](mailto:contact_us@7summitsagency.com). Use of Information Obtained by 7Summits When you register with 7Summits, you create your own personal profile, set up news feeds, take career assessment tests, and establish preferences and permissions. Your profile information with your name, email, perhaps your photo, career interests and other information are displayed to individuals in public or 7Summits domains as specified in your preferences and permissions to enable you to connect with like professionals on 7summitsagency.com and to be located outside of 7summitsagency.com on the internet in general. We will also use your name and email address to send you administration notifications or information regarding new features introduced by 7summits that might relate to your social media interests. Profile information is used by 7Summits primarily to be presented back to and edited by you when you access the service and to be presented to other registered users permitted to view that information by your preferences and permissions. In some cases where your preferences and permissions permit it, other 7summitsagency.com individuals may be able to supplement your blogs and join your forums once that functionality is enabled on 7summitsagency.com. Profile information or other classes of information you submit to 7summitsagency.com may also be available to registered individuals of 7summitsagency.com who belong to one of the communities you allow to access the information through your preferences and permissions. Your name and certain profile information will be available in search results across the 7summits network and those limited pieces of information may be made available to third party search engines. This is primarily so like colleagues can find you and send a collaboration request. People who see your name in searches, however, will not be able to access further profile information unless they have a relationship to you that allows such access based on your preferences and permissions. 7Summits may send you service-related announcements from time to time through the general operation of the service. For instance, if there is a new white paper that we think might be of interest, you may receive an email alerting you to that fact. Generally, you may opt out of such emails from the preferences and permissions page, though 7Summits reserves the right to send you notice about your account even if you opt out of all voluntary email notifications. 7Summits may use information in your profile without identifying you as an individual to third parties. We do this for purposes such as aggregating how many people in certain categories are interested in business topics so that we can provide you improved Agency related services. We believe this benefits you. You can know more about the world around you and, where there are common trends among professionals, you're more likely to find this of interest to you. Naturally we don't tell anyone who the individuals are. We may use information about you that we collect from other sources, including but not limited to newspapers, public speeches, conference presentations and Internet sources such as blogs, instant messaging services, and other individuals

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of 7Summits , to supplement your profile. Where such information is used, we generally allow you to specify in your preferences and permissions that you do not want this to be done or to take other actions that limit the connection of this information to your profile (e.g., removing photo tag links). Links 7Summits may contain links to other websites. We are of course not responsible for the privacy practices of other web sites. We encourage our individuals to be aware when they leave our site to read the privacy statements of each and every web site that collects personally identifiable information. This Privacy Notice applies solely to information collected by 7Summits. Changing or Removing Information Access and control over most personal information on 7summitsagency.com is readily available through the profile editing tools. 7summitsagency.com users may modify or delete any of their profile information at any time by logging into their account. Information will be updated immediately. Individuals who wish to deactivate their 7summitsagency.com account may eventually do so on the My Account page. Removed information may persist in backup copies for a reasonable period of time but will not be generally available to members of 7summitsagency.com. Where you make use of the communication features of the service to share information with other individuals on 7summitsagency.com, however, (e.g., sending a personal message to another 7summitsagency.com user) you generally cannot remove such communications. Security 7Summits takes appropriate precautions to protect our users' information. Your account information is located on a secured server behind a firewall. If you are ever asked to enter sensitive information (such as credit card number or your password), we will encrypt that information using secure socket layer technology (SSL). To learn more about SSL, go to [http://en.wikipedia.org/wiki/Secure\\_Sockets\\_Layer](http://en.wikipedia.org/wiki/Secure_Sockets_Layer). Because email and instant messaging are not recognized as secure communications, we request that you not send private information to us by email or instant messaging services. If you have any questions about the security of 7summitsagency.com's Web Site, please contact us at [contact\\_us@7summitsagency.com](mailto:contact_us@7summitsagency.com). Terms of Use, Notices and Revisions Your use of 7summitsagency.com, and any disputes arising from it, is subject to this Privacy Notice as well as our Terms of Use and all of its dispute resolution provisions including arbitration, limitation on damages and choice of law. We reserve the right to change our Privacy Notice and our Terms of Use at any time. Non-material changes and clarifications will take effect immediately, and material changes will take effect within 30 days of their posting on this site. If we make changes, we will post them and will indicate at the top of this page the notice's new effective date. If we make material changes to this notice, we will notify you here, or through a notice on our home page. We encourage you to refer to this notice on an ongoing basis so that you understand our current privacy notice. Unless stated otherwise, our current privacy notice applies to all information that we have about you and your account. If you have any questions about this privacy notice, please contact us at [contact\\_us@7summitsagency.com](mailto:contact_us@7summitsagency.com). You may also contact us by mail at 530 W. Fairfield Court, Milwaukee, WI 53217.