

Privacy and Data Security

Notice

Censeo Corporation's products, such as 360-degree feedback, knowledge testing, employee surveys, and pre-employment selection tools, are used by our customers to select, develop and retain talent.

At Censeo, your right to privacy and data security is a primary concern. Censeo Corporation is committed to ensuring the privacy of your visit to all of our web sites. You can utilize most of our services without submitting any personal information. Censeo has self-certified that we have adopted privacy procedures that adhere to the [Safe Harbor Privacy Principles](#) as developed by the U.S. Department of Commerce, in conjunction with the European Commission. This Privacy Policy and Terms of Use apply to all Censeo Corporation Internet-based systems. It does not apply to the web sites or operations of third parties.

Data Collection/Integrity

Below are the guidelines we use for protecting the information you provide during a visit to our corporate web site, www.censeocorp.com, and our product web sites, www.censeoonline.com and www.censeo-online.com.

1) The following applies to our corporate/marketing web site, www.censeocorp.com:

In a few areas of our web site, we might ask you to provide information that will enable us to enhance your site visit, to assist you with technical support issues, or to follow up with you after your visit. It is completely optional for you to participate. Any information you provide will be kept confidential and will only be used by Censeo Corporation. The information is not shared with any other entity.

Choice

Users who no longer wish to receive our newsletter and promotional communications may opt-out of receiving these by emailing us at info-request@censeocorp.com with "unsubscribe" in the subject line. Those individuals who are utilizing a Censeo product under the direction of their employer are required to contact their employer to make this request.

2) The following applies to all Censeo web sites:

Onward Transfer (to Third Parties)

Censeo may transfer information to a third party acting as an agent for Censeo, such as a hosted Customer Relationship Management system, by making sure that the third party enters into an agreement with Censeo in which the third party promises to provide the same level of protection as required by the Safe Harbor Principles.

In some situations, our corporate clients might require Censeo to transfer their data to a specified third-party. In these situations, Censeo cannot guarantee or accept any liability for the protection of data. The client corporation will be responsible for managing the privacy of data once it leaves Censeo.

Log Files

Like most standard web servers, we use log files. This includes Internet protocol (IP) addresses, browser type, Internet service provider (ISP), referring/exit pages, platform type, date/time stamp, and number of clicks. This information is used to analyze trends, administer the site, track users' movements in the aggregate, and gather broad demographic information for periodic analysis. IP addresses, etc. are not linked to personally identifiable information.

Links

Our web sites sometimes contain links to other sites. Please be aware that Censeo Corporation cannot be responsible for the privacy practices of such other sites. We encourage our users to be aware of and read the privacy statements of any web sites that collect personally identifiable information.

Data Security

We do everything in our power to protect user information. Only employees who need the information to perform a specific job are granted access to Censeo's database. All servers that store user information are in a secure environment, in a locked cabinet at a facility secured by three additional levels of security requiring identification. All of Censeo's database servers are located behind firewalls, and traffic related to accessing the database by censeoonline.com and by backup software occurs via a private network.

Cookies

A cookie is a piece of data stored on the user's computer, tied to information about the user. We only use session ID cookies. Once users close the browser, the cookies simply terminate. No cookie data (as in a persistent cookie) is left on your hard drive.

Notification of Changes

If we decide to change our privacy policy, we will post those changes to this privacy statement, the home page, and other places we deem appropriate, so our users are always aware of what information we collect and how we use it.

Access

Upon request, you may get reasonable access to personal information about you and are able to have inaccurate information corrected. Please contact info-request@censeocorp.com to request access.

Enforcement

Censeo Corporation self-certifies annually with the U.S. Department of Commerce as a data controller, and the U.S. Federal Trade Commission has been empowered to investigate complaints and to obtain redress for individuals in case of the Company's noncompliance with the Safe Harbor Principles. All Censeo employees are responsible for enforcing this policy. Censeo employees are expected to be familiar with and comply with all such statements of policy in this area. Failure to comply may result in disciplinary action up to and including termination.

Dispute Resolution

Any questions or concerns regarding the use or disclosure of personal information should be directed to the Censeo Corporation Privacy Office at the address given below. Alternatively, an employee can contact the local EU Data Protection Authorities directly. Censeo will investigate and attempt to resolve complaints and disputes regarding use and disclosure of personal information in accordance with the principles contained in this policy. For complaints that cannot be resolved between Censeo and the complainant, Censeo agrees to cooperate with the European Data Protection Authorities.

Contact Information

If you have any questions or suggestions regarding our privacy policy, please contact us:

Phone: 407.645.1600

Fax: 407.645.1050

Email: privacy@censeocorp.com

Mail: Censeo Corporation
2600 Lake Lucien Drive, Suite 235
Maitland, FL 32751
