

Harbour Results, Inc.¹ (also referred to as “HRI”) is dedicated to protecting the confidentiality and privacy of information entrusted to it. As part of this fundamental obligation, HRI is committed to the appropriate protection and use of personal information (sometimes referred to as "personally identifiable information" or "PII") that has been collected online.

Please review this Privacy Statement ("Privacy Statement") to learn more about how we collect, use, share and protect the PII that we have obtained.

Generally, our intent is to collect only the personal information that is provided voluntarily by online visitors so that we can offer information and/or services to those individuals or offer information about employment opportunities.

Last updated 26 January, 2015

Collection and use of personal information

We obtain personal information about you if you choose to provide it — for example, to contact mailboxes or to register for certain services. In some cases, you may have previously provided your PII to HRI (if, for example, you are a former employee). By registering and/or submitting personal information to HRI, you are also agreeing to the use of this information in accordance with this Privacy Statement. Your personal information is not used for other purposes, unless we obtain your permission, or unless otherwise required or permitted by law or professional standards. For example, if you send us an email message requesting information about HRI, we will use your email address and other information you supply to respond to your request.

In some cases where you have registered for certain services we may store your email address temporarily until we receive confirmation of the information you provided via an email (i.e. where we send an email to the email address provided as part of your registration to confirm a subscription request).

HRI only collects "sensitive" personal information when the relevant individuals voluntarily provide us with this information or where such information is required or permitted to be collected by law or professional standards. Sensitive information includes personal information regarding a person’s race, ethnicity, political beliefs, trade union membership, religious or similar beliefs, physical or mental health, sexual life or criminal record. Please use your discretion when providing sensitive information to HRI, and under any circumstances, do not provide sensitive information to us, unless you thereby consent to HRI's use of that information for its legitimate business purposes and consent to the transfer and storage of such information to and in HRI databases. If you have any questions about whether the provision of sensitive information to HRI is, or may be, necessary or appropriate for particular purposes, please contact HRI at support@harbourresultscsas.com.

Automatic collection of personal information

In some instances, HRI and its service providers use cookies, web beacons and other technologies to automatically collect certain types of information when you visit us online, as well as through emails

that we may exchange. The collection of this information allows us to customize your online experience, improve the performance, usability and effectiveness of HRI's online presence, advertise and market our services and to measure the effectiveness of our marketing activities.

IP addresses

An IP address is a number assigned to your computer whenever you access the internet. It allows computers and servers to recognize and communicate with one another. IP addresses from which visitors appear to originate may be recorded for IT security and system diagnostic purposes. This information may also be used in aggregate form to conduct web site trend and performance analysis.

Cookies

Cookies may be placed on your computer or internet-enabled device whenever you visit us online. This allows the site to remember your computer. HRI's websites also use security (e.g. Asp .NET) cookies. If you register for access to a restricted area, our cookies ensure that your device is logged for the duration of your visit. You will need your username and password to access the restricted areas. These cookies last for the duration of your session and are deleted upon closing your browser.

On some of our web sites, a notification banner will appear requiring your consent to collect cookies. If you do not provide consent, your computer or internet-enabled device will not be tracked for marketing-related activities. A secondary type of cookie referred to as "user-input" cookies may still be required for necessary functionality. Such cookies will not be blocked through the use of this notification banner. Your selection will be saved in a cookie. If you wish to revoke your selection, you may do so by clearing your browser's cookies.

Although most browsers automatically accept cookies, you can choose whether or not to accept cookies via your browser's settings (often found in your browser's Tools or Preferences menu). You may also delete cookies from your device at any time. However, please be aware that if you do not accept cookies, you may not be able to fully experience some of our web sites' features.

Other third party tools and widgets may be used on our individual web pages to provide additional functionality. Use of these tools or widgets may place a cookie on your device to make their service easier to use, and ensure your interaction is displayed on our webpages properly.

Cookies by themselves do not tell us your email address or otherwise identify you personally. In our analytical reports, we may obtain other identifiers including IP addresses, but this is for the purpose of identifying the number of unique visitors to our web sites and geographic origin of visitor trends, and not to identify individual visitors.

By navigating on our web sites or entering your login details to access areas reserved for registered users, you agree that we can place these cookies on your computer or INTERNET ENABLED device.

Do Not Track

Our websites may not recognize browser-based Do Not Track signals. However, as discussed above under “Cookies,” your browser may be set to block all cookies, or to block “third-party” cookies. Cookies that we set on our websites are considered “first-party” cookies. Details on your ability to restrict or change the personal information that we may collect about you are listed below under the Choice and Access sections of this statement.

Usage Analytics

HRI uses several third party usage analytics tools including Google Analytics. More information about how Google Analytics is used by HRI can be found here:

<http://www.google.com/analytics/learn/privacy.html>

To provide website visitors with more choice on how their data is collected by Google Analytics, Google have developed the Google Analytics Opt-out Browser Add-on. The add-on communicates with the Google Analytics JavaScript (ga.js) to indicate that information about the website visit should not be sent to Google Analytics. The Google Analytics Opt-out Browser Add-on does not prevent information from being sent to the website itself or to other web analytics services.

Location-based tools

HRI may collect and use the geographical location of your computer or mobile device. This location data is collected for the purpose of providing you with information regarding services which we believe may be of interest to you based on your geographic location, and to improve our location-based products and services.

Social media widgets and applications

HRI web sites may include functionality to enable sharing via third party social media applications (such as the Facebook Like button and Twitter widget) or allow you to use a social media identity to log into our Site where you have the option to do so. These social media applications may collect and use information regarding your use of HRI web sites (see details on ‘Social Sharing’ cookies above). Any personal information that you provide via such social media applications may be collected and used by other members of that social media application and such interactions are governed by the privacy policies of the companies that provide the application. We do not have control over, or responsibility for, those companies or their use of your information.

In addition, HRI web sites may host blogs, forums, crowd-sourcing and other applications or services (collectively “social media features”). The purpose of social media features is to facilitate the sharing of knowledge and content. Any personal information that you provide on any HRI social media feature may be shared with other users of that social media feature (unless otherwise stated at the point of collection), over whom we may have limited or no control.

Children

HRI understands the importance of protecting children's privacy, especially in an online environment. In particular, our sites are not intentionally designed for or directed at children under the age of 13. It is our policy never to knowingly collect or maintain information about anyone under the age of 13, except as part of an engagement to provide professional services.

Sharing and transfer of PII

We do not share personal information with unaffiliated third parties, except as necessary for our legitimate professional and business needs, to carry out your requests, market our services and/or as required or permitted by law or professional standards.

In some instances, HRI may share PII about you with various outside companies or service providers or vendors working on our behalf, or to help fulfill your requests. HRI requires these entities to safeguard PII in the same manner as Harbour Results, Inc.

HRI and our service providers may use personal data in an aggregated, anonymized form for research and development. This data does not identify you individually but rather helps to identify trends in user preferences and behaviors.

In addition, HRI may transfer certain PII across geographical borders to outside companies working with us or on our behalf. HRI may also store PII in a jurisdiction other than where you are based. By providing PII on online, visitors are consenting to this transfer and/or storage of their PII across borders.

HRI may also disclose PII in connection with the sale, assignment, or other transfer of the business of the site to which the data relates, in order to respond to requests of government or law enforcement agencies or where this is required by applicable laws, court orders, or government regulations. These disclosures may also be needed for data privacy or security audits and/or to investigate or respond to a complaint or security threat. HRI does not sell PII to any third parties. Also, HRI will not transfer the PII you provide to any third parties for their own direct marketing use.

Choices

In general, you are not required to submit any PII to HRI online, but we may require you to provide certain PII in order for you to receive additional information about our services and events. HRI may also ask for your permission for certain uses of your PII, and you can agree to or decline those uses. If you opt-in for particular services or communications, such as an e-newsletter, you will be able to unsubscribe at any time by following the instructions included in each communication. If you decide to unsubscribe from a service or communication, we will try to remove your information promptly, although we may require additional information before we can process your request.

As described in "Cookies" above, if you wish to prevent cookies from tracking you as you navigate our sites, you can reset your browser to refuse all cookies or to indicate when a cookie is being sent. Note, however, that some portions of our sites may not work properly if you elect to refuse cookies.

Access

If you have submitted personal information to HRI, under most circumstances you have the right to reasonable access to that data to correct any inaccuracies. You can also make a request to update or remove information about you by contacting support@harbourresultscsas.com and we will make all reasonable and practical efforts to comply with your request, so long as it is consistent with applicable law and professional standards.

Data security and integrity

HRI and our service providers have security policies and procedures in place to help protect personal information from unauthorized loss, misuse, alteration, or destruction. Despite HRI's efforts, however, security cannot be guaranteed against all threats. We seek to limit access to your personal information to those who have a need to know. Those individuals who have access to the data are required to maintain the confidentiality of such information. We also make efforts to retain personal information only for so long as the information is needed for our professional, marketing or analytic purposes, or necessary to comply with an individual's request, or until that person asks that the information be deleted.

Safe Harbor

HRI, as part of its overall privacy policy, complies with the U.S.-EU Safe Harbor Framework and the U.S.-Swiss Safe harbor Framework as set forth by the U.S. Department of Commerce regarding the collection, use, and retention of personal information from European Union member countries and Switzerland. HRI has certified that it adheres to the Safe Harbor Privacy Principles of notice, choice, onward transfer, security, data integrity, access and enforcement.

Links to other sites

Please be aware that HRI web sites may contain links to other sites. HRI is not responsible for the content or practices of these websites. We encourage users to review the privacy policy of each Web site visited before disclosing any personal information.

Changes to this statement

HRI may modify this Privacy Statement from time to time to reflect our current privacy practices. When we make changes to this statement, we will revise the "updated" date at the top of this page. We encourage you to periodically review this Privacy Statement to be informed about how HRI is protecting your information.

Policy questions and enforcement

HRI is committed to protecting the online privacy of your personal information. If you have questions or comments about our administration of your personally identifiable information, please contact us at support@harbourresultscsas.com. You may also use this address to communicate any concerns you may have regarding compliance with our Privacy Statement.

1 “Harbour Results, Inc.,” “Harbour Results,” “Harbour,” “HRI,” “we,” “our,” and “us” refers to Harbour Results, Inc.