

# PRIVACY POLICY

RiseSmart, Inc. ("RiseSmart") provides its Service (as defined below) to you through its web site located at <http://www.RiseSmart.com> (the "Site"), subject to its Terms of Service (located at <http://www.RiseSmart.com/terms-conditions>) (the "TOS") and this Privacy Policy. The "Service" includes (a) the Site, (b) RiseSmart's outplacement and career management services, and other related services (including file management and analytics services), and related technologies, and (c) all software (including the Software, as defined below), materials, portals, recommendations, job leads, data, reports, text, images, sounds, video, analytics and other content made available through any of the foregoing (collectively referred to as the "Content"). Any new features added to or augmenting the Service are also subject to the TOS and this Privacy Policy. This Privacy Policy sets forth RiseSmart's policy with respect to personally identifiable data ("Personal Data") and other information that is collected, transmitted and otherwise used in connection with the Service.

## Your Consent

By using the Service, you agree and consent to RiseSmart's collecting, transmitting and using your Personal Data and other information as summarized below in this Privacy Policy and any other notices RiseSmart may provide to you from time to time in relation to the Service.

## Personal Data Received from You

If you choose to use the Service, RiseSmart may ask you to provide Personal Data directly to RiseSmart.

## RiseSmart may receive from you:

- your name, recent job title, company name, telephone numbers, address, email address and other identification or contact information;
- your job history and other experience, education and training, other qualifications, employment objectives, compensation expectations, interests, and other career and biographical information;
- information on your milestone progress and status in job searching; and
- information on your customer satisfaction or other feedback about the job search and the Service.

In addition, when you interact with RiseSmart through the Service, RiseSmart may collect other Personal Data and information from you when you voluntarily provide such information, such as when you contact RiseSmart with inquiries or respond to one of RiseSmart's surveys.

You will be asked to provide your Personal Data through various channels in connection with the Service, including through your activation of your account for the Service, whether in online registration or paper form, your résumé, checklists and questionnaires that you complete for RiseSmart, training and counseling sessions, discussions, exchange of email and other channels. The Service may also collect your Internet Protocol (IP) address.

For your personal web account that you may establish on the Service, RiseSmart may ask you to establish a unique user name, password and reminder question and use this login information to access your account. You agree to protect the secrecy of your user name, password and reminder question information, and if you fail to maintain that secrecy, you will be fully responsible for any resulting use, theft, alteration, mis-use, disclosure or other loss related to your Personal Data or other information.

## Personal Data Received from a Company Client

You acknowledge that a company client of RiseSmart may engage RiseSmart to assist its current and/or former employees' search for employment through the Service ("Company Client Engagements"). In connection with Company Client Engagements, RiseSmart receives from the company client a list of persons eligible for the Service. If you are eligible, the company client's list may include your name, recent job title, home address, telephone number, email address, department or business unit, and other Personal Data.

By voluntarily providing RiseSmart with Personal Data or otherwise using the Service (including in connection with a Company Client Engagement), you are consenting to RiseSmart's use of your Personal Data in accordance with this Privacy Policy. If you or the company client provide Personal Data in connection with the Service, you acknowledge and agree that such Personal Data may be transferred from your or its current location to the offices and servers of RiseSmart and the authorized third parties referred to herein located in the United States or other countries.

## Other Information

When you interact with RiseSmart through the Service, RiseSmart receives and stores certain personally non-identifiable information. Such information, which is collected passively using various technologies, cannot presently be used to specifically identify you. In addition, the Service may collect other personally non-identifiable information as part of the functionality of the Service (e.g., the collection of responses to questionnaires that do not contain personally identifiable information). RiseSmart may store such information itself or such information may be included in databases owned and maintained by RiseSmart's affiliates, agents or service providers. The Service may use such information and pool it with other information to track, for example, the total number of visitors to the Site or Service, the number of visitors to each page of the Site or Service and the domain names of RiseSmart's visitors' Internet service providers. It is important to note that no Personal Data is available or used in this process unless you or a company client voluntarily provide it, as discussed above.

In operating the Service, RiseSmart may use a technology called "cookies." A cookie is a piece of information that the computer that hosts the Service gives to your browser when you access the Service. RiseSmart's cookies help provide additional functionality to the Service and help RiseSmart analyze Service usage more accurately. For instance, the Service may set a cookie on your browser that allows you to access the Service without needing to enter a password more than once during a visit to the Service. In all cases in which RiseSmart use cookies, RiseSmart will not collect Personal Data except with your permission.

We may (and we may allow third party service providers to) use such cookies or other technologies to collect information about your browsing activities over time and across different websites following your use of the Services. Our Service currently does not respond to "Do Not Track" (DNT) signals and operates as described in this Privacy Policy whether or not a DNT signal is received. If we do so in the future, we will describe how we do so in this Privacy Policy.

## Sharing of Information with Company Clients

If you are using the Service pursuant to a Company Client Engagement as a job seeker, RiseSmart may make available to the company client progress reports and other information that may identify you and indicate the status of your use of the Service, the scope of your use of the Service, your milestone progress and status in job search, your customer satisfaction or other feedback relating to the Service, in each case individually or in an aggregated manner (collectively, "Progress Data"). From time to time, RiseSmart may make available to you tools to allow you to adjust the Progress Data that RiseSmart is permitted to share with the company client. If you have any questions or concerns about the Progress Data RiseSmart may share with the company client, please contact [user.support@risesmart.com](mailto:user.support@risesmart.com) (see information below).

## Other Uses and Sharing of Your Information

Within the scope of the Service, RiseSmart may collect, transmit and use your Personal Data and other information for the purpose of providing you the Service, including without limitation to determine what particular assistance you want from the Service and, if you are a job seeker, provide to you job leads, job search training, résumé-writing assistance and/or other assistance. RiseSmart may also use your Personal Data and other information (a) to identify and authenticate you, e.g., for your access to your Service account and your communication with RiseSmart personnel, or (b) internally to escalate or adjust RiseSmart's Service activity for your account, report Service performance internally to RiseSmart management, conduct internal training and otherwise manage RiseSmart's business.

In addition, if you provide Personal Data or other information for a certain reason, RiseSmart may use the Personal Data or other information in connection with the reason for which it was provided. For instance, if you contact RiseSmart by e-mail, RiseSmart will use the Personal Data you provide to answer your question or resolve your problem.

RiseSmart may also use and share your Personal Data and other information collected through the

Service, as follows:

- RiseSmart may use your Personal Data and other information to help RiseSmart improve the Content and functionality of the Service, better understand RiseSmart's users and improve the Service.
- As RiseSmart develops its business, RiseSmart might sell or buy businesses or assets. In the event of a corporate sale, merger, reorganization, dissolution or similar event, Personal Data and other information may be part of the transferred assets.
- RiseSmart may share your Personal Data and other information with RiseSmart's affiliates for purposes consistent with this Privacy Policy.
- RiseSmart, like many businesses, sometimes engages other companies to perform certain business-related functions, including analytics. When RiseSmart engages another company to perform a function on its behalf, RiseSmart may provide them with your Personal Data and other information to the extent necessary or useful for them to perform their specific function.
- RiseSmart may disclose your Personal Data and other information if required to do so by law or in the good faith belief that such action is necessary to (i) comply with a legal obligation, (ii) protect and defend the rights or property of RiseSmart, (iii) act in urgent circumstances to protect the personal safety of users of the Service or the public, or (iv) protect against legal liability.

## Aggregated Personal Data

In an ongoing effort to better understand and serve the users of the Service, RiseSmart often conducts research on its user demographics, interests, results and behavior based on the Personal Data and other information provided to RiseSmart. This research, and other metrics or analytics about user behavior, results or reviews, may be compiled and analyzed on an aggregate basis, and RiseSmart may share this aggregate data with its affiliates, agents and business partners. This aggregate information does not identify you personally. RiseSmart may also disclose aggregated user statistics in order to describe RiseSmart's services to current and prospective business partners, and to other third parties for other lawful purposes.

## Information Management

RiseSmart may receive or enter all of your Personal Data or other information in digital form. RiseSmart may combine all Personal Data and other information from or about you into a single proprietary database record, and may store it on servers hosted in the United States or in other countries. In pursuit of current accuracy of your Personal Data and other information on file, RiseSmart may prompt and require you to review a summary of your Personal Data and other information in your account, and confirm or correct the information.

RiseSmart's personnel may access your account online, determine needs and action items, and if you are a job seeker post job leads to your account from any office, travel or work location.

RiseSmart takes reasonable steps to protect the Personal Data and other information provided via the Service from loss, misuse, and unauthorized access, disclosure, alteration, or destruction. However, no Internet or e-mail transmission is ever fully secure or error free. In particular, e-mail or other transmissions sent to or from the Service may not be secure. Therefore, you should take special care in deciding what information you send to RiseSmart via e-mail or any other transmission method. Please keep this in mind when disclosing any Personal Data or other information to RiseSmart via the Internet.

## Links to Other Web Sites

This Privacy Policy applies only to the Services. The Services may contain links to other web sites not operated or controlled by RiseSmart (the "Third Party Sites"). The policies and procedures we described here do not apply to the Third Party Sites. The links from the Services do not imply that we endorse or have reviewed the Third Party Sites. We suggest contacting those sites directly for information on their privacy policies.

## Exclusions

This Privacy Policy does not apply to any Personal Data collected by RiseSmart other than Personal Data collected through the Service. This Privacy Policy shall not apply to any unsolicited information you provide to RiseSmart through the Service or through any other means. This includes, but is not limited to, information posted to public areas of the Service, if any ("Public Areas"), any ideas for new products or modifications to existing products or services and other unsolicited submissions (collectively, "Unsolicited Information"). All Unsolicited Information shall be deemed to be non-confidential and RiseSmart shall be free to reproduce, use, disclose, and distribute such Unsolicited Information to others without limitation or attribution.

## Changes to this Privacy Policy

The Service and RiseSmart's business may change from time to time. As a result, at times it may be necessary for RiseSmart to make changes to this Privacy Policy. RiseSmart reserves the right to update or modify this Privacy Policy at any time and from time to time without prior notice. Please review this policy periodically, and especially before you provide any Personal Data. This Privacy Policy was last updated on the date indicated above. Your continued use of the Service after any changes or revisions to this Privacy Policy shall indicate your agreement with the terms of such revised Privacy Policy.

## Contacting RiseSmart

To keep your Personal Data accurate, current and complete, please contact us as specified below.

We will take reasonable steps to update or correct Personal Data in our possession that you have previously submitted via the Service.

In the event you have issues or questions related to this Privacy Policy or related privacy matters, you may contact RiseSmart's chief privacy officer at the following address:

Daniel Davenport, VP – Operations  
RiseSmart Inc.  
55 Almaden Boulevard, Suite 800  
San Jose, CA 95113  
Email: [user.support@risesmart.com](mailto:user.support@risesmart.com)

- See more at: <http://www.risesmart.com/privacy-policy#sthash.oeSkCk0Q.dpuf>