

Information We Collect

If you are a non-customer, the only information SourcePointeHR.com collects from you is your e-mail—and only if you decide to use the features in our "HR Knowledgebase" site. SourcePointeHR will never sell, borrow, or trade the e-mail addresses in our possession to any other company for the purpose of contacting you regarding commercial services.

Use of Information

We use personally identifiable information about you to improve our marketing and promotional efforts, to statistically analyze site usage, to improve our content and product offerings and to customize our site's content, layout, and services. We believe these uses allow us to improve our site and better tailor it to meet our users' needs.

We may also use information about you to deliver information to you that, in some cases, is targeted to your interests, such as new services and promotions. By accepting the User Agreement you expressly agree to permit us to provide these services, and you agree to receive this information.

We may use your e-mail address, mailing address, and phone number to respond to your requests for proposals, and to contact you regarding administrative notices, new product offerings, and communications relevant to your use of the site.

We use information in the file we maintain about you, and other information we obtain from your current and past activities on the site, to resolve disputes, troubleshoot problems and enforce our User Agreement. At times, we may look across multiple users to identify problems or resolve disputes, and we may evaluate information about you to look for users using multiple User IDs or aliases.

Disclosure of Information

Unfortunately, due to the existing regulatory environment, we cannot ensure that all of your private communications and other personally identifiable information will never be disclosed in ways not otherwise described in this User Agreement. By way of example (without limiting the foregoing), we may be forced to disclose information to the government or third parties under certain circumstances, or third parties may unlawfully intercept or access transmissions or private communications. By your use of the SourcePointeHR web site, you hereby accept these terms and you authorize us to disclose any information about you to law enforcement or other government officials as we, in our sole discretion, believe necessary or appropriate, in connection with an investigation of fraud, intellectual property infringements, or other activity that is illegal or may expose us to legal liability. Therefore, although we use Internet-standard practices to protect your privacy, we do not promise, and you should not expect, that your personally identifiable information or private communications will remain private always.

As a general proposition, we do not sell or rent any personally identifiable information about you to any third party. The following describes some of the ways that personally identifiable information about you may be disclosed.

Legal Requests

We cooperate with law enforcement and other third parties to enforce laws, intellectual property and other rights. Therefore, local, state, federal and international law enforcement can request and may receive your personally identifiable information.

Suppliers and Other Service Providers

We may use third party Suppliers and Service Providers to facilitate our services. For example, we may outsource the operations of one or more aspects of our site to a Supplier or Service Provider who performs services according to our requirements. In all cases, we restrict how these Suppliers and Other Service Providers may access, use and disclose information received from our site. We do not permit these Suppliers and Other Service Providers to access information about you, other than that information necessary for them to complete the services for which they are contracted. Under no circumstances do we allow them to disclose, sell, lend or in any other way transmit data about you to third parties.

Control of Your Customer Log In Password—for Customers Only

Except as specifically permitted by this section, you may not disclose your password to any third party nor share it with any third party. If you lose control of your password, you may lose substantial control over personally identifiable information about you and may be subject to legally binding actions taken on your behalf. Therefore, if your password has been compromised for any reason, you should immediately change your password. You may, however, disclose your password to certain third parties with whom we have entered into specific contractual and technical arrangements designed to safeguard your password ("Authorized Password Users"), in order to enjoy the benefits of those third parties' services in relation to our services.

Reviewing and Changing Your Personally Identifiable Information—for Customers Only

Once you receive a username and password for "Customer Log In," you can review and change the information you submitted during registration. You must promptly update your registration information if it changes.

We will retain in our files information you have requested be removed in some circumstances, such as to resolve disputes, troubleshoot problems and enforce our User Agreement. Further, such prior information is never completely removed from our databases due to technical constraints and the fact that we back up our systems. Therefore, you should not expect that all of your personally identifiable information will be completely removed from our databases in response to your requests.

Security

We use Internet-standard efforts, such as firewalls and Secure Socket Layers (SSL), to safeguard the confidentiality of personally identifiable information about you. Using SSL means that data such as names and passwords cannot be easily deciphered by outside users. However, "perfect security" does not exist on the Internet.

Changes in this Privacy Policy

SourcePointeHR reserves the right to change the terms of this User Agreement at any time without prior notice given to users of this site. Please check here regularly to be sure you learn and understand any changes to the policy.

Legal Disclaimer

SourcePointeHR.com contains a great deal of content regarding legal and human resource matters. This content has been prepared for educational and information purposes only. The content does not provide legal advice or legal opinions on any specific matters. Transmission of this information is not intended to create, and receipt does not constitute, a lawyer-client relationship between SourcePointeHR, the author(s), or the publishers and you. You should not act or refrain from acting on any legal matter based on SourcePointeHR.com content without seeking professional counsel.