

PRIVACY POLICY

ProcessMAP Corporation

ProcessMAP respects the privacy of every individual who visits Web Sites, sends us e-mail, uses our applications on a hosted environment, or utilizes our support portal (actions collectively called "Web Site Visits"). For this reason, ProcessMAP have adopted This Safe Harbor Data Privacy Policy in compliance with the Safe Harbor Principles published by the U.S. Department of Commerce ("Principles") with respect to personal data transferred from the European Union (EU) to the United States of America.

SCOPE

This Safe Harbor Policy applies to all personal information received by ProcessMap in the United States from the EU in any format, including electronic, paper or verbal.

DEFINITIONS

For purposes of this Policy, the following definitions shall apply:

"Agent" means any third party that collects or uses personal information under the instructions of, and solely for, ProcessMAP or to which ProcessMap discloses personal information for use on ProcessMAP's behalf.

" ProcessMAP" means ProcessMAP Co., its subsidiaries, divisions, groups and affiliates in the United States.

"Personal information" means any information or set of information that identifies or is used by or on behalf of ProcessMAP to identify an individual. Personal information does not include information that is encoded or anonymized, or publicly available information that has not been combined with non-public personal information.

"Sensitive personal information" means personal information that reveals race, ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, or that concerns health or sex life. In addition, ProcessMAP will treat as sensitive personal information any information received from a third party where that third party treats and identifies the information as sensitive.

PRIVACY PRINCIPLES

The privacy principles in this Policy are based on the Safe Harbor Principles.

NOTICE

When ProceesMAP collect personal information directly from individuals in the EU, It will inform individuals about the purposes for which it collects and uses personal information, the types of non-agent third parties, if any, to which ProcessMAP discloses that information, and the choices and means, if any, ProcessMAP offers individuals for limiting the use and disclosure of their personal information. Notice will be provided in clear and conspicuous language when individuals are first asked to provide personal information to ProcessMAP, or as soon as practicable thereafter, and in any event before ProcessMAP uses the information for a purpose other than that for which it was originally collected.

Where ProcessMAP receives personal information from its subsidiaries, affiliates or other entities in the EU, it will use such information in accordance with the notices provided by such entities and the choices made by the individuals to whom such personal information relates.

CHOICE

If an individual chooses to provide us with personal data, we use and we collect this only in accordance with the Principles or with the consent of the individual affected. To the extent permitted by the Safe Harbor Agreement, we reserve the right to process personal data in the course of providing our services to our customers without the knowledge of the individuals involved.

When we are the data controller ProcessMap will only use and share personal information about individuals in a way that is consistent with the purposes for which the information was collected or subsequently authorized by the relevant individuals. When we are the data controller we will offer individuals the opportunity to choose whether personal information disclosed by them is (a) shared with a non-agent third party or (b) used for a purpose other than that for which the information was originally collected or subsequently authorized by the relevant individual, unless an individual expressly opts-out of such disclosure by contacting us at the email or address provided below.

DATA INTEGRITY

ProcessMap will use personal information only in ways that are compatible with the purposes for which it was collected or subsequently authorized by the individual. ProcessMAP will take reasonable steps to ensure that personal information is relevant to its intended use, accurate, complete, and current.

ACCESS AND CORRECTION

Upon request, ProcessMAP will grant individuals reasonable access to personal information that it holds about them. In addition, ProcessMAP will take reasonable steps to permit individuals to correct, amend, or delete information that is demonstrated to be inaccurate or incomplete.

SECURITY

ProcessMAP will take reasonable precautions to protect personal information in its possession from loss, misuse and unauthorized access, disclosure, alteration and destruction.

ENFORCEMENT

ProcessMAP will conduct compliance audits of its relevant privacy practices to verify adherence to this Policy. Any employee that ProcessMAP determines is in violation of this policy will be subject to disciplinary action up to and including termination of employment.

DISPUTE RESOLUTION

Any questions or concerns regarding the use or disclosure of personal information should be directed to the ProcessMAP Privacy Office at the address given below. ProcessMAP 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 ProcessMAP and the complainant, ProcessMAP has agreed to participate in the dispute resolution procedures of the panel established by the European data protection authorities to resolve disputes pursuant to the Safe Harbor Principles.

LIMITATION ON APPLICATION OF PRINCIPLES

Adherence by ProcessMAP to these Safe Harbor Principles may be limited (a) to the extent required to respond to a legal or ethical obligation; and (b) to the extent expressly permitted by an applicable law, rule or regulation.

INTERNET PRIVACY

ProcessMAP sees the Internet and the use of other technologies as valuable tools for communicating and interacting with employees, business partners, and others. ProcessMap recognizes the importance of maintaining the privacy of information collected online and has created a specific Internet Privacy Policy (the "IPP") governing the treatment of personal information collected through web sites that it operates. With respect to personal information that is transferred from the European Economic Area to the U.S., the IPP is subordinate to this Policy. However, the IPP also reflects additional legal requirements and evolving standards with respect to Internet privacy.

CONTACT INFORMATION

Questions or comments regarding this Policy should be submitted to the ProcessMAP Corporate Office by mail as follows:

ProcessMap Corporation

600 N Pine Island Road
Suite 450
Plantation, FL 33324
Attn: Legal Department/Safe Harbor

CHANGES TO THIS SAFE HARBOR PRIVACY POLICY

This Policy may be amended from time to time, consistent with the requirements of the Safe Harbor Principles. A notice will be posted on the ProcessMAP web page (www.ProcessMAP.com) for 60 days whenever this Safe Harbor Privacy Policy is changed in a material way.