



Respondent Privacy Policy

EFFECTIVE DATE SEPTEMBER 1, 2017

At The Predictive Index, LLC (the “Predictive Index”, “PI®” or the “Company”), we are committed to protecting your personal information. This policy (“Respondent Privacy Policy” or this “Policy”) outlines PI’s privacy practices with respect to the information you provide when using our products and services. This Respondent Privacy Policy applies to any information provided to or collected by PI in connection with our products and services as described in this Respondent Privacy Policy.

You should read this Respondent Privacy Policy to learn more about the policies and practices we have developed to safeguard your personal information, and to better understand our relationships with the third parties who may have access to this information.

1. Purpose and Notice

The purpose of this Policy is to provide notice to respondents as to the purposes for which PI collects information about them. It also describes the manner in which PI handles personal information collected in connection with the administration of PI assessments as well as other products and services. In this Policy, the term “personal information” means information that identifies, or can be used to identify, an individual. This Policy provides Notice to all users and is available before personal information is obtained from them.

2. The Information we collect

Respondents to PI assessments are asked to provide the following information: first and last name and email address. They are also asked to provide responses to the PI Behavioral Assessment (which consists of adjectives chosen by the respondent) and/or the PI Cognitive Assessment (which consists of multiple choice responses chosen by the respondent). Respondents to PI assessments in this Policy are referred to as “respondents.” Clients of PI are referred to as “customers” and authorized users at each customer company are referred to in this Policy as “users.”



Additionally, PI customers may optionally request and store other information from their users and respondents including job code, department code, occupation, status, language preference, or other freeform company-specific information configured by the customer, if applicable. PI does not make use of such information except in accordance with this Respondent Privacy Policy. If you voluntarily provide this company-specific information, you are considered to have provided your consent by opting into the collection and use of this information as described in this Respondent Privacy Policy.

In addition to the personal information collected when the respondent completes a PI assessment, additional information may be collected when a respondent voluntarily agrees to answer optional research questions. In this case, the information requested may include the following: customer-provided group designation, age, years of experience, ethnicity, gender, country of origin, education level, position level, company name, relationship to PI, title, occupation, and personal contact details to be included in further PI research, and are only collected with the respondent's express consent. PI may collect technical information about the respondent's browser and operating system in order to enhance the respondent's experience.

PI and its distributors collect additional personal information from users and employees of customers who attend sales training. This information includes address, telephone and fax numbers.

PI may collect, store and use aggregated anonymous information from the administration of PI assessments and our other products and services in order to improve its business operations and its products. This information does not identify any individual. PI also uses log files and other generally available web tracking technologies in operating, maintaining, and improving our software platform and other websites. This information does not contain any personal information and is not linked to any personal information that PI holds except when a respondent voluntarily agrees to answer optional research questions.



3. How we use your information

PI's software provides customers with the results of the applicable PI assessment(s), along with a series of basic reports that utilize those results.

4. With whom do we share your information

PI does not sell or rent any personal information to any third party. We do not disclose any personal information to any other party except to fulfill the purposes for which the information was disclosed and as described in this Respondent Privacy Policy. To fulfill those purposes, PI discloses personal information as follows:

- To the customer and its employees who administer or order PI assessments or other products and services;
- To employees of PI, our distributors, and their employees and subcontractors for the purposes of database management, administration, customer support, and assistance in interpreting assessment results;
- To subcontractors of PI who develop and manage our hardware, software and communications infrastructure; and
- To third party software systems used by the customer including but not limited to Applicant Tracking Systems and other Human Resources Information Systems.

PI maintains contracts with our customers, distributors, and subcontractors requiring them to comply with the requirements of this Policy. These third parties must provide at least the same level of privacy protection as required under applicable law.

We may need to share your information for law enforcement or other legal purposes. This type of sharing may be necessary in connection with a lawsuit, claim or investigation, governmental inquiry, court order, enforcement of legal rights (e.g., contract terms, intellectual property rights, etc.), safety issue, or other similar legal or security matter. Sharing your information for these reasons is not a regular event, but



could arise from time to time. We will strive to limit the types and amount of information we may need to share for legal purposes to that which is reasonably necessary.

We may share (or receive) information about you, including personal contact information, in the event of an acquisition, merger, sale, corporate restructuring, bankruptcy, or other similar event that involves PI. If such an event occurs, we will take reasonable steps to require that your information be handled in accordance with this Respondent Privacy Policy.

5. **How do we protect your information**

PI maintains appropriate technical and organizational security measures designed to ensure the security of personal information covered by this Policy and to protect such personal information from loss, misuse, or unauthorized access, disclosure, alteration, or destruction. PI has a written data security policy that describes the policies and procedures by which we and our employees maintain data security.

Despite all of our efforts, no security safeguards or standards are guaranteed to provide 100% security. Please protect your password information, unique PI assessment email invitation and its contents, and use caution when logging into your account from a shared or public computer.

6. **Other important information**

This section provides additional information that is important for you to know about this Respondent Privacy Policy or our practices.

Your information may be transferred outside your home country.

Because PI is headquartered in the United States, we may have a need to transfer information from non-U.S. respondents and other users to the United States. We may also have a need to transfer your personal information (regardless of where you live) to other countries or places in which we or our customers, distributors, or subcontractors, maintain offices or facilities. As part of the registration process to take a PI assessment, you are asked for your consent to this Respondent Privacy Policy and



agree to allow us to transfer your information outside your home country and to process it inside the United States or elsewhere for the purposes stated in this Respondent Privacy Policy.

PI complies with the E.U.- U.S. and Swiss-U.S. Privacy Shield Frameworks as set forth by the U.S. Department of Commerce regarding the collection, use, and retention of your information transferred from any country in the European Economic Area or Switzerland (as applicable) to the United States. To read our Privacy Shield policy [click here]. To learn more about the Privacy Shield program, and to view our certification, please visit <https://www.privacyshield.gov/list>.

We do not collect information from children.

PI assessments are not designed to be administered to anyone under the age of 18, therefore we do not solicit or collect any type of information from a person known to be under that age.

[Review our Website Privacy Policy](#)

For further information about information collected from visitors to our website, please see our Website Privacy Policy [here].



7. Contact Information

If you have a question, comment or complaint about this Policy or enforcement of this Policy, please address your concern to:

The Predictive Index, LLC
101 Station Drive
Westwood, MA 02090
ATTN: Privacy
Phone: 800-832-8884
Email: privacy@predictiveindex.com

[Website Privacy Policy](#)

[Privacy Shield Statement](#)