

POINTMAN LEADERSHIP INSTITUTE

Ethics Training That Works

Privacy Policy

Pointman Leadership Institute values its clients, partners and sponsors. We recognize that privacy is an important matter.

This Privacy Policy applies to all of the products, services and websites offered by Pointman Leadership Institute.

The Privacy Policy covers the privacy practices with respect to "Personally Identifiable Information" that is transmitted electronically to or collected via the web, telephone, mail, and other sources.

Personally Identifiable Information

1. "Personally Identifiable Information" includes your name, home or business address, email, telephone, wireless and fax number, credit card or other payment information, employment information, work experience, and demographic information.
2. When you sign up for a particular seminar, product or service that requires registration, we ask you to provide personal information. This information may be used for registration, billing purposes and to fill orders. If we have trouble processing an order this contact information may be used to get in touch with you.
3. We may also use your personal information to communicate timely information and special offers about our products, services and events sponsored by us.
4. Pointman Leadership Institute will only release to you information on courses you have attended, dates duration and CUE's awarded.
5. If we use this information in a manner different than the purpose for which it was collected, we will ask for your consent prior to such use and we will offer you an effective way to opt out of the use of personal information for those other purposes.

Information sharing

Pointman Leadership Institute will not sell, share, or rent personal information with other companies or individuals.

Information security

1. We take appropriate security measures to protect against unauthorized access to or unauthorized alteration, disclosure or destruction of data. These include internal reviews of our data collection, storage and processing practices and security measures, as well as physical security measures to guard against unauthorized access to systems where we store personal data.
2. We restrict access to personal information to Pointman Leadership Institute employees, contractors and agents who need to know that information in order to operate, develop or improve our services. These individuals are bound by confidentiality obligations and may be

subject to discipline, including termination and criminal prosecution, if they fail to meet these obligations.

Data Integrity

Data Integrity is the joint responsibility of Pointman Leadership Institute and our clients.

1. Pointman Leadership Institute processes personal information only for the purposes for which it was collected.
2. We will periodically review our data collection, storage and processing practices to ensure that we only collect, store and process the personal information needed to provide our services.
3. We will take commercially reasonable steps to ensure that the personal information we process is accurate, complete, and current, but we depend on our users to update or correct their personal information whenever necessary.

Accessing and updating personal information

1. When you use Pointman Leadership Institute services, we make good faith efforts to provide you with access to your personal information and either to correct this data if it is inaccurate or to delete such data at your request if it is not otherwise required to be retained by law or for legitimate business purposes.
2. We ask individual users to identify themselves and the information requested to be accessed, corrected or removed before processing such requests, and we may decline to process requests that are unreasonably repetitive or systematic, require disproportionate technical effort, jeopardize the privacy of others, or would be extremely impractical (for instance, requests concerning information residing on backup tapes), or for which access is not otherwise required.

Changes to Privacy Policy and Notifications

1. Our Privacy Policy may be modified and the current policy will be posted on our website. Any changes or updates will be effective when posted.
2. Under certain circumstances, we may also elect to notify you of changes by sending you an email or posting a notice on the front page of our website.

Problems or Complaints

1. If you believe that there has been a violation of this Privacy Policy that has caused, or could cause, harm or risk of identity theft, please contact us at our main office via mail, email or telephone (+1.719.488.1098).
2. We will investigate your concerns, take appropriate action, and get back in touch with you regarding your concerns within 30 days.

Effective Date - June 7, 2009

www.PLIglobal.com

Worldwide Offices - Bolivia - South Africa - UK - USA

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