

National Background Reporting Incorporated Website Privacy Statement

As a consumer reporting agency governed by the federal Fair Credit Reporting Act (FCRA) among other applicable state and federal laws, National Background Reporting Incorporated (National Background Reporting) is committed to protecting your privacy. This Privacy Policy covers National Background Reporting's websites and National Background Reporting's practices for handling personal information provided to National Background Reporting over the Internet by the general public using National Background Reporting's publicly available websites. This Policy also covers personal information provided by National Background Reporting's background screening clients, and their job applicants and employees (as well as other individuals who have given their written authorization for National Background Reporting's clients to conduct a background investigation on them), using National Background Reporting's online background screening solution that is accessible only through an access-restricted portion of National Background Reporting's websites. National Background Reporting will collect, store, and use personally identifiable information only in compliance with applicable law, including the FCRA.

Information Collection

When you browse National Background Reporting's publicly accessible websites, you do so anonymously. National Background Reporting collects personally identifiable information from you only if you choose to provide this information to us. In some instances, National Background Reporting may collect non-personal (e.g., aggregate or demographic) data through cookies. This information is used to better understand and improve the usability, performance and effectiveness of the websites, as is further described below under "Cookies and Tracking Technology". The types of personal information we may collect about you through our publicly accessible websites include the following (should you decide to provide such information to National Background Reporting): (a) contact and identifying information (e.g., name, address, e-mail address, phone and fax numbers, employer(s), job title) in connection with your expression of interest in receiving information about, or your registering for, National Background Reporting products or services, newsletters and conferences; (b) your resume information and employment application information in response to National Background Reporting job openings; (c) when you make a purchase through the website, we may collect your credit card number or other payment account number, billing address and other information related to such purchase (collectively, "Payment Information") from you; (d) Other information we collect, such as city of birth and mother's maiden name, is used to verify your identity in the event you forget your login information required for our online products; and (e) any other personal information that you may voluntarily provide to us in an online form, through an e-mail or provide us through customer service correspondence and general feedback. Access to certain National Background Reporting web pages and online services is not available to the general public and requires a login code and password provided by National Background Reporting. Those web pages, and the information downloadable to and from those web pages, are made available only to clients of National Background Reporting. On these web pages, National Background Reporting collects only information that the user voluntarily shares with National Background Reporting.

How We Use Your Personal Information

When your personal information is collected on National Background Reporting's publicly accessible websites, National Background Reporting will inform you at the point of collection of the purpose for the collection. National Background Reporting will use your personal information only in the way we specify when it is collected unless you consent to a different use. National Background Reporting also may use the personal information you provide to answer your questions and inquiries, to support National Background Reporting's own recruitment activities in response to your inquiries into National Background Reporting's job postings, and to provide newsletters and other information (if any) that you have requested. If you have provided your personal information over one of National Background Reporting's websites in connection with a

background screen ordered by National Background Reporting's client, National Background Reporting may use your personal information to perform your background screen for that client. National Background Reporting will not use your information to conduct a background screening investigation and create a report unless National Background Reporting's client has provided a certification required by the FCRA and any other applicable law. In this certification, National Background Reporting's client certifies to National Background Reporting that it has a legally permissible purpose for ordering the background screen, and that it has, to the extent required by applicable law, obtained your informed consent to conduct the background screen.

Information Sharing and Disclosure

National Background Reporting does not sell or rent personal information to third parties. National Background Reporting will not disclose your personal information to a third party without your permission, except in connection with performing your background screen for National Background Reporting's client or as otherwise described in this Privacy Policy. National Background Reporting may disclose personal information as necessary or appropriate in connection with any of the purposes for which we use personal information as described above in "How We Use Your Personal Information". When National Background Reporting conducts a background screening investigation about you, National Background Reporting may disclose information that you submit through the websites to the National Background Reporting client that ordered a background screening investigation on you. National Background Reporting also may disclose your information to certain third parties as necessary to conduct the background investigation (such as educational institutions, prior employers, courts, law enforcement agencies and other persons or entities that may provide or verify information about you), as well as to a third-party representative or subcontractor authorized by National Background Reporting to assist in the background screening investigation. These third party representatives and subcontractors include service providers that help host or support the websites or otherwise provide technical assistance, court researchers and other data and service vendors. National Background Reporting transfers to these representatives and subcontractors only the personal information they need to deliver to National Background Reporting (for the benefit of National Background Reporting's client) the requested product or service. National Background Reporting prohibits these third parties from using that information for any other purpose. National Background Reporting requires that these parties maintain commercially reasonable measures to protect the confidentiality of your information. National Background Reporting also may in good faith disclose personal information and any other additional information available to National Background Reporting for any of the following purposes: (i) investigate, prevent or take action regarding actual or suspected illegal activities or fraud, situations involving potential threats to the physical safety of any person, or violations of National Background Reporting's terms of use; (ii) respond to or defend against subpoenas, court orders, or other legal process; (iii) establish or exercise National Background Reporting's legal rights; or (iv) otherwise comply with applicable law. National Background Reporting may acquire other businesses, and other businesses may acquire National Background Reporting. If that occurs, the information National Background Reporting collects may be one of the assets examined or transferred as part of the transaction. National Background Reporting will not permit another business to examine the information National Background Reporting has collected without a confidentiality agreement and only to the extent permitted by law. National Background Reporting will not transfer the information it has collected unless the recipient agrees to provide privacy protections equal to or exceeding those established by this Privacy Policy.

Personal Information Disclosure: United States or Overseas

Personal information submitted to National Background Reporting for a background screening investigation may at times be transferred outside of the United States in order to perform the background investigation. All personal information will be transmitted and stored in a secure manner in accordance with the terms of this Privacy Policy.

Cookies and Tracking Technology

National Background Reporting's websites may use the standard technology called a "cookie" to collect information about how you use the websites. A cookie is a small data file that is transferred to your hard drive and used for record-keeping purposes. A cookie file can contain information such as the URL you came from, your computer's IP address (i.e., the Internet address of your computer) and domain type (e.g., .com or .org, etc.), your browser type, the country, state and telephone area code where your server is located, the pages of our site that were viewed during a visit, and any search terms that you entered on our site. This information is used for internal purposes only, and we do not link your URL or IP address to any personal information unless you have logged into our website with a National Background Reporting account login and password. If you would prefer not to receive cookies, you can alter the configuration of your browser to refuse cookies, although it is possible that some areas of our websites will not function properly if you do so. In particular, you may be required to accept cookies in order to complete certain actions on National Background Reporting's websites.

Security

National Background Reporting is committed to protecting the personal information that National Background Reporting receives about consumers. While we cannot guarantee the security of that information, we utilize a combination of online and offline security technologies, procedures and organizational measures to help safeguard consumer information against loss, misuse, and unauthorized access, disclosure, alteration and destruction. We employ Secure Socket Layer (SSL) data encryption when data is transmitted over the Internet to our websites. We have installed layered firewalls and other security technologies to help prevent unauthorized access to our systems. Strong password protection protocols are used on our computers, and employees are kept up-to-date on our security and privacy policies. The servers used to store consumer information are maintained in a secure environment with appropriate security measures.

Links

National Background Reporting's websites may provide links to third-party websites. Please be aware that those third-party websites are outside of our control and are not covered by this Privacy Policy. If you have questions about how another site uses your information, consult that site's privacy statement.

Location

National Background Reporting controls and operates the website from the United States, and the website is not intended to subject us to the laws or jurisdiction of any state, country or territory other than that of the United States. We do not represent or warrant that the website, or any part thereof, is appropriate or available for use in any particular jurisdiction. Those who choose to access the website do so on their own initiative and at their own risk, and are responsible for complying with all local laws, rules and regulations. We may limit the website's availability, in whole or in part, to any person, geographic area or jurisdiction we choose, at any time and in our sole discretion.

Your Ability to Unsubscribe or Review or Modify Personal Information

If you wish to unsubscribe from any of our newsletters or other communications for which you have registered, you may do so at any time via the unsubscribe method provided in the communication from which you wish to unsubscribe. If you are a National Background Reporting client with a registered account, you may review (and update) your account information by logging into your account. If you are an individual on whom a National Background Reporting

client has requested a background screening investigation, and have submitted personal information to National Background Reporting at the request of such client for purposes of procuring a background report, then you can review your National Background Reporting file in accordance with your file disclosure rights under the Fair Credit Reporting Act, California Civil Code Section 1786.22 and any other applicable state laws by contacting National Background Reporting at [customerservice@National Background Reportinghr.com](mailto:customerservice@NationalBackgroundReportinghr.com). You can review a summary of your consumer rights (including file disclosure rights) under the Fair Credit Reporting Act by accessing: <http://www.ftc.gov/os/2004/11/041119factaappf.pdf>.

A Special Note Regarding Individuals Under 18 Years Old

The website is not directed to individuals under the age of eighteen (18), and National Background Reporting requests that such individuals not provide personal information through the website. If you are under 18 years of age, you may browse our website; however, you may not provide personal information to us such as name, address, or email address, and you may not register for, enroll in, and/or make product purchases.

Changes to this Privacy Policy

National Background Reporting may revise this policy from time to time. If there is a material change to this Privacy Policy, we will post the revised policy at this location. National Background Reporting will not provide less privacy protection, without your consent, to information collected under a prior privacy policy. We encourage you to periodically review this Privacy Policy to be informed of how National Background Reporting is protecting your information.

If you have any questions regarding this privacy policy, you may contact us at:

Compliance Officer
National Background Reporting
6848 E. 41st Street
Tulsa, OK 74145
(918) 794-4777
info@nohs.com

Please note that email communications will not necessarily be secure; accordingly you should not include credit card information or other sensitive information in your email correspondence with National Background Reporting.