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### **Collection of your Personal Information**

Doulos PM Training collects personally identifiable information, such as your e-mail address, name, home or work address or telephone number. Doulos PM Training also collects anonymous demographic information, which is not unique to you, such as your ZIP code, age, gender, preferences, interests and favorites.

There is also information about your computer hardware and software that is automatically collected by Doulos PM Training. This information can include: your IP address, browser type, domain names, access times and referring Web site addresses. This information is used by Doulos PM Training for the operation of the service, to maintain quality of the service, and to provide general statistics regarding use of the Doulos PM Training Web site.

### **Use of your Personal Information**

Doulos PM Training collects and uses your personal information to operate the Doulos PM Training Web site and deliver the services you have requested. Doulos PM Training also uses your personally identifiable information to inform you of other products or services available from Doulos PM Training and its affiliates. Doulos PM Training may also contact you via surveys to conduct research about your opinion of current services or of potential new services that may be offered.

Doulos PM Training does not sell, rent or lease its customer lists to third parties. Doulos PM Training may, from time to time, contact you on behalf of external business partners about a particular offering that may be of interest to you. In those cases, your unique personally identifiable information (e-mail, name, address, telephone number) is not transferred to the third party. In addition, Doulos PM Training may share data with trusted partners to help us perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. All such third parties are prohibited from using your personal information except to provide these services to Doulos PM Training, and they are required to maintain the confidentiality of your information.

Doulos PM Training does not use or disclose sensitive personal information, such as race, religion, or political affiliations, without your explicit consent.

Doulos PM Training keeps track of the Web sites and pages our customers visit within Doulos PM Training, in order to determine what Doulos PM Training services are the most popular. This data is used to deliver customized content and advertising within Doulos PM Training to customers whose behavior indicates that they are interested in a particular subject area.

Doulos PM Training Web sites will disclose your personal information, without notice, only if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on Doulos PM Training or the site; (b) protect and defend the rights or property of Doulos PM Training; and, (c) act under exigent circumstances to protect the personal safety of users of Doulos PM Training, or the public.

### **Security of your Personal Information**

Doulos PM Training secures your personal information from unauthorized access, use or disclosure. Doulos PM Training secures the personally identifiable information you provide on computer servers in a controlled, secure environment, protected from unauthorized access, use or disclosure. When personal information (such as a credit card number) is transmitted to other Web sites, it is protected through the use of encryption, such as the Secure Socket Layer (SSL) protocol.

### **Contact Information**

Doulos PM Training welcomes your comments regarding this Statement of Privacy. If you believe that Doulos PM Training has not adhered to this Statement, please contact Doulos PM Training at [doulospm1@aol.com](mailto:doulospm1@aol.com). We will use commercially reasonable efforts to promptly determine and remedy the problem.