

CareerStorm Navigator™

Privacy statement

This document describes the privacy practices concerning individuals' use of the *CareerStorm Navigator™* (CS Navigator), a web-based career tool.

Security in CareerStorm Navigator

Security and confidentiality have been utmost priorities in designing CS Navigator. Great care has been taken to ensure that your private information remains private.

Physical safety: How is the computer that stores your information protected?

The computer that your information is stored on is protected by camera surveillance, an electronic alarm system and regular guard patrols.

Data safety: How are your contact details and your results protected?

a) Secure server connection

Communication with www.careerstormnavigator.com web site is encrypted using high-grade industry standard measures (e.g. SSL, *SecureSockets Layer*) to ensure that transmissions to and from the web site cannot be read by third parties. You can find out more about the level of SSL encryption by clicking the lock symbol in your web browser once you enter the web site.

b) Password protection

All users are required to sign in with their own email address and password to get access to the system. CS Navigator enforces strict access restrictions to ensure that each user will see only the part of the system which they have been authorized to see. Personal passwords ensure that your private information remains private and nobody else can read your data. You can further increase your level of security by creating a complicated password and by changing your password from time to time.

c) Email protection

Your email address is not shared or displayed to anyone outside CS Navigator. However, please keep in mind that whenever you send email -whether from CS Navigator or from your computer - your email message travels through other computers (email servers) and is in theory readable by others who have access to those computers. In short, by sending email, your personal information included in the message may be accessible to other parties.

Human safety: Who will see your contact details and results?

Your results are visible to you and the person who invited you to the system (your personal administrator). Nobody else will be able to see your results within the system. The web master (system administrator) has by default access to all information within the system, but will not access any personal information unless it is absolutely necessary to provide technical support or to ensure system safety and functioning. The web master is bound by a nondisclosure agreement and may not under any circumstances disclose any personal information that has come to his attention during his duties.



Storage safety: How long are your results retained in the system?

Your results are retained in the system until your personal administrator deletes them. The key benefit in leaving your information in the system is that you can return to edit your results at a later time. You may ask your administrator about saving or deleting your results.

If you have any questions about your privacy, please contact your personal administrator or the web master (webmaster@careerstormnavigator.com).

