

## ONLINE PRIVACY POLICY

### **General**

We respect the privacy of every individual who visits our site. This Privacy Policy outlines the information SIRS, Inc. may collect and how we may use that information. Our policy is to use the information we acquire from visitors to our sites for internal purposes only, and we maintain appropriate security measures to keep this information private. To prevent unauthorized access, maintain data security, and to insure the appropriate use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect.

This policy will also tell you what to do if you do not want your personal information collected or shared when you visit our site.

### **Personal Data**

We will not collect any personally-identifiable information about you (e.g. your name, address, telephone number, or email address) through our website unless you have provided it to us voluntarily. If you do not want your personal data collected, please do not submit it to us.

When you do provide us with personal data, we may use that information in the following ways, unless stated otherwise: we may store and process that information to better understand your needs and how we can improve our products and services. ***We do not now and do not intend to sell, rent, or market personal data about you to third parties.***

### **Additional Information Collected Automatically**

In some cases, we may automatically (i.e. not via registration) collect information about you that is not personally identifiable. Examples of this type of information include the type of Internet Browser you are using, the type of computer operating system you are using, and the domain name of the website from which you linked to our site.

### **Information Placed Automatically on Your Computer/Cookies**

When you view our site, we may store some information on your computer. This information will be in the form of a "Cookie" or similar file and can help us in many ways. Cookies help us understand which parts of our web sites are the most popular, where our visitors are going, and how long they spend there. We use Cookies to tailor a website to better match your interests and preferences. With most Internet Browsers, you can erase Cookies from your computer hard drive, block all Cookies or receive a warning before a Cookie is stored. Please refer to your Browser instructions or help screen to learn more about these functions.

### **Concerns/More Information**

Please contact us with any concerns or questions. E-mail: [mjames@sirs.org](mailto:mjames@sirs.org)