

Archetypal Paradigm Group
“Working below the bottom line”

POLICY: PRIVACY AND SECURITY	January 1, 2006
	Revised: August 28, 2006
<p>Purpose: This policy explains what Archetypal Paradigm Group (APG) does to keep information about you private and secure. We want you to know how we manage the information we retain about you to serve you and that you have choices about how it is shared. This policy covers current and past customers of Archetypal Paradigm Group, its principals, and any independent contractors who may perform work for us on behalf of our customers. Please read this policy carefully.</p> <p>Information APG has about you: In order to provide services and meet your needs, APG collects information about you from various sources. For example, we obtain information from your request for proposal, the internet, news media, advertising, and your annual statements. In addition, you may provide APG with sensitive information from policies and procedures, surveys, interviews with employees, alliance partners, or customers. In some instances you may provide APG with confidential internal documents such as strategic plans, budgets, names and status of employees, or findings of regulatory agencies, for example.</p> <p>How APG safeguards information about you: APG takes a number of steps to protect the privacy and confidentiality of the information about you. Each APG principal, representative, or independent contractor keeps information under physical, electronic, or process controls that meet government standards.</p> <p>How we share information about you: We authorize our principals, agents or independent contractors to have limited information about you only when they need it to do their work for us. We require anyone working for us to protect information. They agree to use it only to provide the limited services we ask them to perform for us.</p> <p>The principals of APG, as Jungian Analysts with degrees in analytical psychology, are in ongoing supervision and may discuss issues with supervisors, who are bound by the same confidentiality requirements as APG.</p> <p>We may also share information about you in other ways as required or permitted by law to protect against fraud, to respond to a subpoena, to report income or expenses for tax purposes,</p> <p>We do not share any information about you with anyone for the purpose of marketing to you. With your written permission, we may use the name of your company in advertising our services to others. You may decline our request to state that you are an APG customer.</p>	

How you tell us about your privacy choices:

You may contact us at:

archetypalparadigm.com

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You do not need to contact us unless you want to change the conditions of the contractual agreement or privacy and confidentiality statement you or we have signed.

How we tell you about our privacy and security policy:

We give you a copy of our policy when we contract with you or earlier if you share private or confidential information with us. A copy of our most current policy is posted at the Archetypal Paradigm Group website at archetypalparadigm.com.

I have read and received a copy of the Archetypal Paradigm Group Privacy and Security Policy.

Signature

Date

Printed Name