

## Website Privacy Policy

Last modified: November 18, 2021

### **Introduction**

Management Registry, Inc. & M.M.D., Inc. and affiliated entities, dba Malone Workforce Solutions and Allstaff ("**Company**" or "**We**") respect your privacy and are committed to protecting it through our compliance with this policy.

This policy describes the types of information we may collect from you or that you may provide when you visit the website [www.malonesolutions.com](http://www.malonesolutions.com) (our "**Website**") and our practices for collecting, using, maintaining, protecting, and disclosing that information.

This policy applies to information we collect:

- On this Website.
- In email, text, and other electronic messages between you and this Website.
- Through mobile and desktop applications you download from this Website, which provide dedicated non-browser-based interaction between you and this Website.

It does not apply to information collected by:

- Us offline or through any other means, including on any other website operated by Company or any third party including our affiliates and subsidiaries; or
- Any third party, including through any application or content (including advertising) that may link to or be accessible from or on the Website.

Please read this policy carefully to understand our policies and practices regarding your information and how we will treat it. If you do not agree with our policies and practices, your choice is not to use our Website. By accessing or using this Website, you agree to this privacy policy. This policy may change from time to time (see [Changes to Our Privacy Policy](#)). Your continued use of this Website after we make changes is deemed to be acceptance of those changes, so please check the policy periodically for updates.

### **Children Under the Age of 16**

Our Website is not intended for children under 16 years of age. No one under age 16 may provide any personal information to or on the Website. We do not knowingly collect personal information from children under 16. If you are under 16, do not use or provide any information on this Website or through any of its features, register on the Website, use any of the interactive or public comment features of this Website, or provide any information about yourself to us, including your name, address, telephone number, email address, or any screen name or user name you may use. If we learn we have collected or received personal information from a child under 16 without verification of parental consent, we will delete that information. If you believe we might have any information from or about a child under 16, please contact us at [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com).

California residents under 16 years of age may have additional rights regarding the collection and sale of their personal information. Please see [Your California Privacy Rights](#) for more information.

## **Information We Collect About You and How We Collect It**

We collect several types of information from and about users of our Website, including information:

- By which you may be personally identified, such as name, postal address, e-mail address, telephone number, social security number, professional or employment-related information, such as your job search criteria and preferences, your availability to work, your employment experience, educational history, your skills, reference information, background check information, pay / compensation expectations, ability to work in the United States, languages spoken, and other information contained in your resume, Emergency contact information consisting of full name and phone number, Information protected against security breaches such as bank information if you work with us and elect to be paid via direct deposit consisting of bank account numbers and direct deposit information or any other identifier by which you may be contacted online or offline ("**personal information**");

The same or similar personal information may be collected for vendors, independent contractors, marketing recipients, or potential customers.

By providing your mobile phone number to us, you opt in and consent to receive text messages from us, which includes but is not limited to text messages sent through an automatic telephone dialing system. Consent to receive marketing text messages is not required as a condition of working with us. If you do not wish to receive marketing text messages, do not provide us with your mobile phone number.

- That is about you but individually does not identify you, such as your logon ID or IP address; and/or
- About your internet connection, the equipment you use to access our Website, and usage details.

We collect this information:

- Directly from you when you provide it to us.
- Automatically as you navigate through the site. Information collected automatically may include usage details, IP addresses, and information collected through cookies, web beacons, and other tracking technologies.
- From third parties, for example, our business partners.

## **Information You Provide to Us**

The information we collect on or through our Website may include:

- Information that you provide by filling in forms on our Website. This includes information provided at the time of registering to use our Website, subscribing to our service, posting material, or requesting further services. We may also ask you for information when you enter a contest or promotion sponsored by us, and when you report a problem with our Website.

- Records and copies of your correspondence (including email addresses), if you contact us.
- Your responses to surveys that we might ask you to complete for research purposes.
- Details of transactions you carry out through our Website and of the fulfillment of your orders. You may be required to provide financial information before placing an order through our Website.
- Your search queries on the Website.

You also may provide information to be published or displayed (hereinafter, "**posted**") on public areas of the Website, or transmitted to other users of the Website or third parties (collectively, "**User Contributions**"). Your User Contributions are posted on and transmitted to others at your own risk. Although [we limit access to certain pages/you may set certain privacy settings for such information by logging into your account profile], please be aware that no security measures are perfect or impenetrable. Additionally, we cannot control the actions of other users of the Website with whom you may choose to share your User Contributions. Therefore, we cannot and do not guarantee that your User Contributions will not be viewed by unauthorized persons.

#### **Information We Collect Through Automatic Data Collection Technologies**

As you navigate through and interact with our Website, we may use automatic data collection technologies to collect certain information about your equipment, browsing actions, and patterns, including:

- Details of your visits to our Website, including traffic data, location data, logs, and other communication data and the resources that you access and use on the Website.
- Information about your computer and internet connection, including your IP address, operating system, and browser type.

We also may use these technologies to collect information about your online activities over time and across third-party websites or other online services (behavioral tracking). Click here [\[INCLUDE AS LINK TO DO NOT TRACK DISCLOSURES\]](#) for information on how you can opt out of behavioral tracking on this website and how we respond to web browser signals and other mechanisms that enable consumers to exercise choice about behavioral tracking.

The information we collect automatically may include personal information, or we may maintain it or associate it with personal information we collect in other ways or receive from third parties. It helps us to improve our Website and to deliver a better and more personalized service, including by enabling us to:

- Estimate our audience size and usage patterns.
- Store information about your preferences, allowing us to customize our Website according to your individual interests.
- Speed up your searches.
- Recognize you when you return to our Website.

The technologies we use for this automatic data collection may include:

- **Cookies (or browser cookies).** A cookie is a small file placed on the hard drive of your computer. You may refuse to accept browser cookies by activating the appropriate setting on your browser. However, if you select this setting you may be unable to access certain parts of our Website. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies when you direct your browser to our Website.
- **Flash Cookies.** Certain features of our Website may use local stored objects (or Flash cookies) to collect and store information about your preferences and navigation to, from, and on our Website. Flash cookies are not managed by the same browser settings as are used for browser cookies. For information about managing your privacy and security settings for Flash cookies, see Choices About How We Use and Disclose Your Information.
- **Web Beacons.** Pages of our the Website and our e-mails may contain small electronic files known as web beacons (also referred to as clear gifs, pixel tags, and single-pixel gifs) that permit the Company, for example, to count users who have visited those pages or opened an email and for other related website statistics (for example, recording the popularity of certain website content and verifying system and server integrity).

We do not collect personal information automatically, but we may tie this information to personal information about you that we collect from other sources or you provide to us.

### **Third-Party Use of Cookies and Other Tracking Technologies**

Some content or applications, including advertisements, on the Website are served by third-parties, including advertisers, ad networks and servers, content providers, and application providers. These third parties may use cookies alone or in conjunction with web beacons or other tracking technologies] to collect information about you when you use our website. The information they collect may be associated with your personal information or they may collect information, including personal information, about your online activities over time and across different websites and other online services. They may use this information to provide you with interest-based (behavioral) advertising or other targeted content.

We do not control these third parties' tracking technologies or how they may be used. If you have any questions about an advertisement or other targeted content, you should contact the responsible provider directly. For information about how you can opt out of receiving targeted advertising from many providers, see [Choices About How We Use and Disclose Your Information](#).

### **How We Use Your Information**

We use information that we collect about you or that you provide to us, including any personal information:

- To present our Website and its contents to you.
- To provide you with information, products, or services that you request from us.
- To fulfill any other purpose for which you provide it.
- To provide you with notices about your account, including but not limited to expiration and renewal notices.
- To carry out our obligations and enforce our rights arising from any contracts entered into between you and us, including for billing and collection.
- To notify you about changes to our Website or any products or services we offer or provide though it.

- To allow you to participate in interactive features on our Website.
- To provide you with employment opportunities.
- In any other way we may describe when you provide the information.
- For any other purpose with your consent.

We may also use your information to contact you about our own and third-parties' goods and services that may be of interest to you. If you do not want us to use your information in this way, please email [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com). For more information, see Choices About How We Use and Disclose Your Information.

We may use the information we have collected from you to enable us to display advertisements to our advertisers' target audiences. Even though we do not disclose your personal information for these purposes without your consent, if you click on or otherwise interact with an advertisement, the advertiser may assume that you meet its target criteria.

### **Disclosure of Your Information**

We may disclose aggregated information about our users, and information that does not identify any individual, without restriction.

We may disclose personal information that we collect or you provide as described in this **privacy policy**:

- To our subsidiaries and affiliates.
- To contractors, service providers, and other third parties we use to support our business.
- To a buyer or other successor in the event of a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of Company's assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which personal information held by Company about our **Website** users is among the assets transferred.
- To third parties to market their products or services to you if you have consented to or not opted out of these disclosures. For more information, see [Choices About How We Use and Disclose Your Information](#)].
- To fulfill the purpose for which you provide it.
- For any other purpose disclosed by us when you provide the information.
- With your consent.

We may also disclose your personal information:

- To comply with any court order, law, or legal process, including to respond to any government or regulatory request.
- To enforce or apply our terms of use and other agreements, including for billing and collection purposes.

- If we believe disclosure is necessary or appropriate to protect the rights, property, or safety of Company, our customers, or others. This includes exchanging information with other companies and organizations for the purposes of fraud protection and credit risk reduction.

### **Your California Privacy Rights**

If you are a California resident, California law may provide you with additional rights regarding our use of your personal information. To learn more about your California privacy rights, visit [\[HYPERLINK TO CCPA PRIVACY NOTICE FOR CALIFORNIA RESIDENTS\]](#).

California's "Shine the Light" law (Civil Code Section § 1798.83) permits users of our App that are California residents to request certain information regarding our disclosure of personal information to third parties for their direct marketing purposes. To make such a request, please send an email to [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com).

### **Data Security**

We have implemented measures designed to secure your personal information from accidental loss and from unauthorized access, use, alteration, and disclosure. All information you provide to us is stored on our secure servers behind firewalls.

The safety and security of your information also depends on you. Where we have given you (or where you have chosen) a password for access to certain parts of our Website, you are responsible for keeping this password confidential. We ask you not to share your password with anyone. We urge you to be careful about giving out information in public areas of the Website like message boards. The information you share in public areas may be viewed by any user of the Website.

Unfortunately, the transmission of information via the internet is not completely secure. Although we do our best to protect your personal information, we cannot guarantee the security of your personal information transmitted to our Website. Any transmission of personal information is at your own risk. We are not responsible for circumvention of any privacy settings or security measures contained on the Website.

### **Changes to Our Privacy Policy**

It is our policy to post any changes we make to our privacy policy on this page with a notice that the privacy policy has been updated on the Website. If we make material changes to how we treat our users' personal information, we will notify you through a notice on the Website. The date the privacy policy was last revised is identified at the top of the page. You are responsible for ensuring we have an up-to-date active and deliverable email address for you, and for periodically visiting our Website and this privacy policy to check for any changes.

### **Contact Information**

To ask questions or comment about this privacy policy and our privacy practices, contact us at: [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com).

\* \* \*

Below are hyperlinks from above:

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### **Choices About How We Use and Disclose Your Information**

We strive to provide you with choices regarding the personal information you provide to us. We have created mechanisms to provide you with the following control over your information:

- **Tracking Technologies and Advertising.** You can set your browser to refuse all or some browser cookies, or to alert you when cookies are being sent. To learn how you can manage your Flash cookie settings, visit the Flash player settings page on Adobe's website. If you disable or refuse cookies, please note that some parts of this site may then be inaccessible or not function properly.
- **Disclosure of Your Information for Third-Party Advertising.** If you do not want us to share your personal information with unaffiliated or non-agent third parties for promotional purposes, you can opt-out by emailing [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com).
- **Promotional Offers from the Company.** If you do not wish to have your email address/contact information used by the Company to promote our own or third parties' products or services, you can opt-out by sending us an email stating your request to [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com). If we have sent you a promotional email, you may send us a return email asking to be omitted from future email distributions.
- **Targeted Advertising.** If you do not want us to use information that we collect or that you provide to us to deliver advertisements according to our advertisers' target-audience preferences, you can opt-out by emailing [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com). For this opt-out to function, you must have your browser set to accept all browser cookies.

We do not control third parties' collection or use of your information to serve interest-based advertising. However, these third parties may provide you with ways to choose not to have your information collected or used in this way. You can opt out of receiving targeted ads from members of the Network Advertising Initiative ("NAI") on the NAI's website.

California residents may have additional personal information rights and choices. Please see Your California Privacy Rights for more information. Nevada residents who wish to exercise their sale opt-out rights under Nevada Revised Statutes Chapter 603A may submit a request to this designated address: [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com). However, please know we do not currently sell data triggering that statute's opt-out requirements.

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## **California Do-Not-Track Disclosure**

Do Not Track is a privacy preference that Users can set in their web browsers. When a User turns on the Do Not Track signal, the browser sends a message to websites requesting them not to track the User. For information about Do Not Track, visit [www.allaboutdnt.org](http://www.allaboutdnt.org). At this time, the Company does not respond to Do Not Track browser settings or signals. In addition, Company may use other technology that is standard to the Internet, such as pixel tags, web beacons, and other similar technologies, to track visitors to [www.malonesolutions.com](http://www.malonesolutions.com) or one of the affiliated pages hosted at the [malonesolutions.com](http://malonesolutions.com) domain. Those tools may be used by us and by third parties to collect information about you and your internet activity, even if you have turned on the Do Not Track signal.

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## **Your California Privacy Rights**

This notice to California residents is provided under California law, including the California Consumer Privacy Act (“CCPA”), Cal. Civ. Code 1798.100, et seq. This notice supplements the Company’s Website Privacy Policy by explaining your privacy rights if you are a California resident, providing our “notice at collection, “ and providing certain mandated disclosures about our treatment of California residents’ information, both online and offline.

### **NOTICE OF COLLECTION OF PERSONAL INFORMATION**

We may collect these categories of personal information when you interact with us: identifiers/contact information, personal information (such as name and social security number) and demographic information (such as gender and age), commercial information, Internet or other electronic network activity information, geolocation data, professional or employment-related information or similar information, and inferences drawn from the above.

We may collect this information so that we can best serve you, including to fulfill your requests and to share offers that we think you may be interested in. A more detailed description of these purposes is in the Company’s [Website Privacy Policy](#).

### **CCPA MANDATORY DISCLOSURES**

We also make the following disclosures for purposes of compliance with the CCPA:

- We may have collected the following categories of personal information in the last 12 months: identifiers/contact information, personal information (such as name and social security number) and demographic information (such as gender and age), commercial information, Internet or other electronic network activity information, geolocation data, professional or employment-related information or similar information, and inferences drawn from the above.
- The sources of personal information from whom we may have collected are: directly from our guests, third-party sites, analytics tools, social networks, advertising networks, and third-party services that update or supplement information we hold about you.
- The business or commercial purposes of collecting personal information are as summarized in the Company’s [Website Privacy Policy](#).

- We may have disclosed the following categories of personal information for a business purpose in the last 12 months: identifiers/contact information, personal information (such as name and social security number) and demographic information (such as gender and age), commercial information, Internet or other electronic network activity information, geolocation data, professional or employment-related information or similar information, and inferences drawn from the above.
- We may have disclosed each category to third-party business partners and service providers, third-party sites or platforms such as social networking sites, and other third parties as described in the Company's [Website Privacy Policy](#).
- As the term is defined by the CCPA, we may have "sold" the following categories of personal information in the last 12 months: identifiers/contact information, personal information (such as name and social security number) and demographic information (such as gender and age), commercial information, Internet or other electronic network activity information, geolocation data, professional or employment-related information or similar information, and inferences drawn from the above. We may have "sold" each category to advertising networks, data analytics providers, and social networks.
- The business or commercial purposes of "selling" personal information is for third-party companies to perform services on our behalf, such as marketing, advertising, and audience measurement.
- We do not "sell" personal information of known minors under 16 years of age.

California residents also have the right to "[opt out](#)" of the "sale" of their "personal information" to "third parties" (as those terms are defined in the CCPA and described below).

## YOUR RIGHTS

### **Right to Access**

If you are a California resident, you have the right to request, up to two times each year, access to categories and specific pieces of personal information about you that we collect, use, disclose, and sell.

### **Right to Delete**

If you are a California resident, you have the right to request that we delete personal information that we collect from you, subject to applicable legal exceptions.

### **Right to Opt Out of Sale of Personal Information**

If you are a California resident, you have the right to "[opt out](#)" of the "sale" of your "personal information" to "third parties" (as those terms are defined in the CCPA).

#### **INTEREST-BASED ADVERTISING**

We and third parties collect information about your online activity on devices associated with you to provide you with personalized (or interest-based) advertising online.

#### **How to Opt Out**

- You can adjust your device settings to opt out of interest-based advertising.
- You can use the Digital Advertising Alliance’s consumer choice tool to opt out of interest-based advertising.
- For websites, opt out on the [DAA WebChoices Tool](#)
- Please note, given current technology constraints, to opt out on mobile applications and connected devices (like smart TVs or streaming devices), please select the device setting’s option that allows you to disable ad tracking. To opt out, these devices typically require you to select options like “limit ad tracking” or to disable options such as “interest-based advertising,” “interactive TV,” or “smart interactivity.” These settings vary by device type.

**Practical Tip:** These opt out tools are limited to the device and web browser you use to opt out because they work off of your device ID or browser ID. If you use another device or browser, you will need to opt out on each device and browser. If you block or clear cookies from your browser, it may remove the opt out setting, requiring you to opt out again.

## **SOCIAL MEDIA**

We and our social media partners collect information about your online activity when you interact with our sites and applications.

### **How to Opt Out**

To opt out of social media site ad tracking and analytics, you can use your browser controls to opt out, or go directly to our partners listed below to disable social media tracking and analytics on this device.

- **Google/YouTube** To opt out of Google ad tracking and analytics, you can choose to [block certain ads](#), or opt out or adjust ad personalization in [Google’s ad settings](#).
- **Facebook** To opt out of Facebook ad tracking and analytics, [follow the Facebook opt out instructions here](#).
- **Twitter** To opt out of Twitter ad tracking and analytics, [follow the Twitter opt out instructions here](#).
- **Snapchat** To opt out of Snapchat ad tracking and analytics, [follow the Snapchat opt out instructions here](#).

### **Process to Make a CCPA Request**

To make an access or deletion request, please email [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com).

### **Shine the Light Act**

If you are a California resident, California Civil Code Section 1798.83 permits you to request information regarding the disclosure of your personal information by certain members of the Company to third parties

for the third parties' direct marketing purposes. We take great pride in the relationship of trust we have built with our guests over many years and we are dedicated to treating your personal information with care and respect. Pursuant to California Civil Code Section 1798.83(c)(2), members of the Company do not share guests' personal information with other affiliated companies or others outside the Company for those parties' direct marketing use unless a guest elects that we do so.

- To make such a request, please send an email to [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com).

### **Removal of Content**

If you are a California resident under the age of 18, and a registered user of any site where this policy is posted, California Business and Professions Code Section 22581 permits you to request and obtain removal of content or information you have publicly posted.

- To make such a request, please send an email with a detailed description of the specific content or information to [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com). Please be aware that such a request does not ensure complete or comprehensive removal of the content or information you have posted and that there may be circumstances in which the law does not require or allow removal even if requested.

### **CONTACT INFORMATION**

If you have a question about our privacy policies, please send an email to [marketing@malonesolutions.com](mailto:marketing@malonesolutions.com).