

Flexible Staffing Privacy Statement

Welcome to www.flexible-staffing.com (the “Site”). This website privacy policy (“Policy”) describes how Flexible Staffing (“We”, “we,” “us,” “our(s)”) may use and disclose personally identifiable information that we may collect about you through this Site (“Personal Information”).

The following information discloses our privacy principles in addition to our practices for gathering, storing, and using your personal data. We encourage you to review this information so that you may understand and consent to how we may collect, use, and share your personal information. This information is gathered on a voluntary basis to better serve you. Unless you provide sufficient personal information, we may be unable to assist you with your staffing or employment needs. Flexible Staffing is the sole owner of the information collected on the Flexible Staffing web sites.

Online Application/Resume Submission

If you choose to complete the online employment application on the website or submit your resume to an Flexible Staffing location, your information may be available to all Flexible Staffing offices and our professional placement team. Flexible Staffing will collect phone and e-mail address information for job placement assistance purposes. Depending on the nature of your inquiry or activities on the Site, we may also ask for your job search criteria and preferences, your employment experience, educational background, your skills, references information, background information, and other information contained in your resume. Flexible Staffing does not require a Social Security Number in the online application. However, you will be asked for this information when you visit an Flexible Staffing office. Your information will not be made available to outside companies or entities.

Online applications submitted to Flexible Staffing database may be deleted by written user request. Flexible Staffing may opt to delete online applications submitted to the Flexible Staffing database that have remained incomplete for 60 days.

Disclosure and Sharing of Personal Information

Except as described in this privacy policy, we will not disclose your personal information to a third party, unless you request or otherwise consent to such disclosure or disclosure is required or authorized by law.

We may share personal information with third parties engaged to assist us in providing services to you or to carry out one or more of the purposes described in this privacy policy. Our service providers are prohibited from using your personal information for any purpose other than to provide this assistance and are required to protect personal information disclosed by us and to comply with the general privacy principles described in this privacy policy.

Although we make every effort to preserve user privacy, we may need to disclose personal information as follows:

- (i) when required by law to comply with a judicial proceeding, a court order, or legal process served on us;
- (ii) to enforce our policies or agreements including the collection of amounts owed to us;
- (iii) to protect users of our sites and our sites from fraudulent or abusive use.

We also reserve the right to disclose and/or transfer personal information to a third party in the event of a proposed or actual purchase, sale, lease, merger, amalgamation or any other type of acquisition, disposal or

financing of all or any portion of Flexible Staffing or of any of the business or assets or shares of Flexible Staffing or a division thereof in order for you to continue to receive the same products and services from the third party.

Accuracy and Access

Flexible Staffing takes the necessary steps to ensure personal information are accurate, complete, and current. We provide individuals with reasonable access to the personal information they have provided so that they can review and correct this information. You may access and change your own personal data at any time by going to the Flexible eOffice Site and entering your login and password in the supplied fields, and selecting "Edit My Registration."

There are no fees associated with accessing or updating the personal data previously provided by you.

Security

Flexible Staffing protects the security of the personal information you provide. We protect this personal information through various security practices and measures and may be stored in manual or electronic systems with limited access in order to protect this information from loss, misuse, unauthorized access, disclosure, alteration, or destruction.

Links to Other Sites

We may provide links to third party web sites on our site. We are not responsible for the content or information collection practices of those pages. Please note that the third party web site's privacy policies may differ from those of Flexible Staffing. Please read the privacy policy of any third party site before providing them with any personal information.

Changes

In the future, we may modify this privacy policy. If we decide to change our privacy policy, we will post those changes to this privacy statement. We will use information in accordance with the privacy policy under which the information was collected. However, if we do use personal information in a manner different from that stated at the time of collection we will notify users by e-mail. Users will have a choice as to whether or not we use their information in this different manner. However, if users have opted out of all communications with the Site, or deleted/deactivated their account, then they will not be contacted, nor will we use their personal information in this new manner.

Contact Us

If you wish to change or delete your registration information or opt-out of any promotional materials please contact Flexible Staffing in the manner described below.

If you have any questions or complaints regarding our personal information handling practices and policies, please contact our Flexible Staffing Personnel at: (660) 646-4000; by FAX at: (660) 646-4007; or via mail at Flexible Staffing, 402 S. Washington, Ste 2, Chillicothe, MO 64601. We will address your concern and attempt to resolve any problem.