



EU-U.S. PRIVACY SHIELD POLICY AND SWISS-U.S. PRIVACY SHIELD POLICY

Effective Date: May 1, 2018

Certification Date: Coming Soon

AccuSource Privacy Shield Policy

AccuSource, Inc. complies with the EU-U.S. the Swiss-U.S. Privacy Shield Frameworks as set forth by the U.S. Department of Commerce regarding the collection, use, and retention of personal information transferred from the European Union and Switzerland to the United States. AccuSource has certified to the Department of Commerce that it adheres to the Privacy Shield Principles. If there is any conflict between the terms in this privacy policy and the Privacy Shield Principles, the Privacy Shield Principles shall govern. To learn more about the Privacy Shield program, and to view our certification, please visit <https://www.privacyshield.gov/>.

This Privacy Shield Policy ("Policy") applies to personal information about an identified or identifiable person that is received by AccuSource, Inc. from the European Union and Switzerland, as applicable, and other personally identifiable information ("PII") that AccuSource acquires in the performance of services for its clients, or other third parties with whom AccuSource has contractually agreed to apply this privacy policy. This Policy does not apply to data collected and used by AccuSource which is within the scope of the Directive.

Definitions:

1. "Personal Data," and "Personal Information" refer to data about an identified or identifiable individual that are within the scope of the Directive, received by AccuSource in the United States from the European Union and Switzerland, as applicable and recorded in any form.
2. "Processing" of Personal Information or Personal Data means any operation or set of operations which is performed upon personal data, whether or not by automated means, such as collection, recording, organization, storage, adaptation or alteration, retrieval, consultation, use, disclosure or dissemination, and erasure or destruction.
3. "Controller" means a person or organization which, alone or jointly with others, determines the purposes and means of the processing of personal data.



1. NOTICE

- a. AccuSource is a participant in the EU-U.S. Privacy Shield Framework and the Swiss-U.S. Privacy Shield Framework and self-certifies according to the requirements of the program. You can find Privacy Shield Framework participants at <https://www.privacyshield.gov/PS-Application>.

- b. AccuSource gathers personal information regarding individuals, that have unambiguously consented to in writing, on behalf of its clients by manually or electronically contacting the appropriate sources of the data (court records, references, licensing bureaus, etc.) including but not limited to:
 - o Criminal history at the international, federal, state and county levels;
 - o Sex offender registry checks;
 - o Verification of credentials, including education and licensure;
 - o Verification of employment history;
 - o References;
 - o State motor vehicle records;
 - o Credit Reports;
 - o National and international sanctions and exclusions database checks; and
 - o Drug and health screening;

More information regarding the nature and scope of consumer data inquiries is available by contacting AccuSource by writing to the contacts listed below.

- c. AccuSource is committed to apply the EU-U.S. and Swiss-U.S. Privacy Shield Framework requirements in their entirety to all personal information received from the EU or Switzerland, as applicable, in reliance on the Privacy Shield. AccuSource hereby verifies adherence to the EU-U.S. and Swiss-U.S. Privacy Shield Frameworks via ongoing in-house verification of the internal policies and procedures implemented by the AccuSource management.



- d. AccuSource collects and uses personal information to prepare and provide background checks reports to employers or their agents for use in making employment-related decisions, such as who to hire, retain, promote, or re-assign. These reports may at time be use for Investigation into a suspicion of work-related misconduct or wrongdoing; Investigation into matters of employee compliance with employer policies, or Investigation into matters of employee compliance with Federal, State, or local laws and regulations.

- e. Persons who would like to make any type of inquiry about the Policy or to register a complaint under it may contact AccuSource as follows:
 - AccuSource, Inc.
 - Attention: Compliance Department
 - Telephone: (+1) 888. 649.6272
 - Email: compliance@accusource-online.com

- f. With respect to the transfer of personal information to third parties (other than AccuSource agents), the principles of “Notice” and “Choice” apply. Accordingly, personal information is only provided to third parties for purposes described in the “Notice” section or otherwise disclosed to consumers, and will not be disseminated to a third party where a consumer has “opted-out” or, in the case of sensitive information, failed to “opt-in.”

- g. A person may request, in writing, access to all personal information collected and maintained about him or her by AccuSource. Upon receipt of such request AccuSource will provide all such information in a manner and form that maintains the security and confidentiality of the information. AccuSource affords the person a reasonable opportunity to correct, amend, or delete information that is inaccurate or incomplete, except where the burden or expense of providing access would be disproportionate to the risks to the individual’s privacy, or where the rights of persons other than the individual would be violated. In cases where the information is subject to the FCRA, AccuSource complies with the FCRA’s requirements regarding access and correction rights of consumers. To request information relating to his or her personal information, the party may contact AccuSource by e-mail at the following email address, compliance@accusource-online.com. In addition, the consumer will be asked to provide sufficient evidence of his or her identity so we may ensure that information is being released only to the subject of the data. If we are unable to provide the consumer with access to his or her EU or Swiss Personal Data or to correct the data, we will notify the consumer and provide all relevant details and circumstances preventing AccuSource from doing so.

- h. AccuSource offers individuals the opportunity to choose to “opt-out” or to “opt-in” whether their EU or Swiss Personal Data will be disclosed to a third party (not including AccuSource agents). These options are detailed in Choice section of this Policy.



- i. AccuSource is committed to resolve complaints about privacy and our collection or use of personal information fairly and efficiently. Individuals should begin by first contacting AccuSource. For any unresolved privacy complaints, AccuSource has chosen the EU Data Protection Authorities (EU DPAs) and the FDPIC, as applicable to serve as the independent dispute resolution body to address complaints and provide appropriate recourse free of charge to the individual. AccuSource has agreed to fully participate in the EU PDA's and the FDPIC procedures to resolve disputes pursuant to the Privacy Shield Framework.
- j. AccuSource is subject to the to the investigatory and enforcement powers of the federal Consumer Financial Protection Bureau (CFPB), the federal Fair-Trade Commission (FTC), the California Investigative Consumer Reporting Agency Act (ICRAA), and the California Consumer Credit Reporting Agencies Act (CCRAA).
- k. An individual may invoke binding arbitration as the method for dispute resolution in accordance with the requirements and procedures set forth in Annex I of the Privacy Shield Frameworks.
- l. AccuSource is required to disclose Personal Information in response to lawful requests by public authorities, including to meet national security or law enforcement requirements.
- m. In the context of an onward transfer, AccuSource has responsibility for the processing of Personal Information it receives under the Privacy Shield and subsequently transfers to a third party acting as an agent on its behalf. AccuSource remains liable under the Principles if its agent processes such Personal Information in a manner inconsistent with the Principles, unless the AccuSource proves that it is not responsible for the event giving rise to the damage.
- n. AccuSource will provide a link to this notice when individuals are first asked to provide Personal Information to the AccuSource, or as soon thereafter as is practicable, but in any event before AccuSource uses such information for a purpose other than that for which it was originally collected or processed by the transferring organization or discloses it for the first time to a third party.

2. CHOICE

- a. AccuSource offers individuals the opportunity to opt-out of whether their Personal Information is
 - i. To be disclosed to a third party, or
 - ii. To be used for a purpose that is materially different from the purpose(s) for which it was originally collected or subsequently authorized by the individuals.



1. Any third party AccuSource uses as an agent to perform task(s) on behalf of and under the instructions of the AccuSource are contractually bound to treat the information in a manner consistent with the Principles.
2. In accordance with AccuSource's Written Information Security Policy, Personal Information is never used for a purpose other than what it was originally collected for and approved by the written consent of the subject person.

iii. **OPTING-OUT**

1. Although AccuSource first obtains a person's unambiguous consent in writing, and because of AccuSource's commitment to afford individuals every possible protection, if you would like to opt-out from AccuSource using your Personal Information in either of the cases outlined in items i. and ii. above, simply send an email compliance@accusource-online.com, or call by Telephone: (+1) 888.649.6272.
 - a. If opting-out by email or telephone, please provide us with:
 - i. Your complete legal name,
 - ii. Month and year of birth, and
 - iii. The name of the AccuSource client with whom you have applied.

3. ACCOUNTABILITY FOR ONWARD TRANSFER

- a. When AccuSource transfers Personal Information to a third party acting as a controller, the third party must comply with the Notice and Choice Principles. AccuSource holds contracts with the third-party controllers that provide that such data may only be processed for limited and specified purposes consistent with the consent provided by the individual and that the recipient will provide the same level of protection as the Principles and will notify AccuSource if it makes a determination that it can no longer meet this obligation. The contract provides that when such a determination is made the third-party controller will cease processing or takes other reasonable and appropriate steps to remediate.
- b. When transferring Personal Information to a third party acting as its agent, AccuSource: (i) transfers such data only for limited and specified purposes; (ii) has ascertained that the agent is obligated to provide at least the same level of privacy protection as is required by the Principles; (iii) takes reasonable and appropriate steps to ensure that the agent effectively processes the Personal Information transferred in a manner consistent with AccuSource's obligations under the Principles; (iv) requires the agent to notify AccuSource if it makes a determination that it can no longer meet its obligation to provide the same level of protection as is required by the Principles; (v) upon notice, including under (iv), AccuSource will take reasonable and appropriate steps to stop and remediate unauthorized processing; and (vi) will provide a summary or a representative copy of the relevant privacy provisions of its contract with that agent to the Department of Commerce upon request.



4. SECURITY

AccuSource in creating, maintaining, using and/or disseminating Personal Information takes reasonable and appropriate measures to protect it from loss, misuse and unauthorized access, disclosure, alteration and destruction, taking into account the risks involved in the processing and the nature of the personal data.

5. DATA INTEGRITY AND PURPOSE LIMITATION

- a. Consistent with the Principles, AccuSource use of Personal Information is limited to the information that is relevant for the purposes of processing. AccuSource does not process Personal Information in a way that is incompatible with the purposes for which it has been collected or subsequently authorized by the individual. To the extent necessary for those purposes, AccuSource takes reasonable steps to ensure that personal data is reliable for its intended use, accurate, complete, and current. AccuSource adheres to the Principles for as long as it retains such information.
- b. AccuSource retains information in a form identifying or making identifiable the individual only for as long as it serves a purpose of processing within the meaning of 5a, or as required by law or regulation. AccuSource takes reasonable and appropriate measures to comply with this provision.

6. ACCESS

- a. Individuals have access to their Personal Information held by AccuSource and are able to correct, amend, or delete that information where it is inaccurate, or has been processed in violation of the Principles, except where the burden or expense of providing access would be disproportionate to the risks to the individual's privacy in the case in question, or where the rights of persons other than the individual would be violated. Individuals may contact AccuSource using the contact information set forth in Section 1.e. of this Policy.

7. RECOURSE, ENFORCEMENT AND LIABILITY

- a. AccuSource's privacy protection includes robust mechanisms for assuring compliance with the Principles, recourse for individuals who are affected by non-compliance with the Principles, and acknowledges there are consequences for AccuSource when the Principles are not followed. AccuSource's mechanisms include:
 - i. EU Data Protection Authorities (EU DPAs) and the FDPIC serve as the independent dispute resolution bodies to address complaints and provide appropriate recourse free of charge to the individual. AccuSource has agreed to fully participate in the EU PDA's and FDPIC procedures to resolve disputes pursuant to the Privacy Shield Framework, and is subject to damages awarded where the applicable law or private-sector initiatives so provide;



- ii. AccuSource by announcing its adherence to them acknowledges its obligation to remedy problems arising out of failure to comply with the Principles and realizes that there are consequences for failure to comply, and acknowledges that any sanctions levied will be sufficiently rigorous to ensure its future compliance.

- b. AccuSource will respond promptly to inquiries and requests by the Department for information relating to the Privacy Shield. AccuSource will respond expeditiously to complaints regarding compliance with the Principles referred by EU Member State or Swiss authorities through the Department. AccuSource as an organization that processes non-human resources data has chosen to cooperate with DPAs and the Swiss authorities, and will respond directly to such authorities with regard to the investigation and resolution of complaints.

- c. AccuSource acknowledges its obligation to arbitrate claims and follow the terms as set forth in Annex I, provided that an individual has invoked binding arbitration by delivering notice to AccuSource and following the procedures and subject to conditions set forth in Annex I.

- d. In the context of an onward transfer, AccuSource is responsible for the processing of Personal Information it receives under the Privacy Shield and subsequently transfers to a third party acting as an agent on its behalf. AccuSource acknowledges it is liable under the Principles if its agent processes such Personal Information in a manner inconsistent with the Principles, unless AccuSource proves that it is not responsible for the event giving rise to the damage.

- e. Should AccuSource become subject to an FTC or court order based on non-compliance, AccuSource will make public any relevant Privacy Shield-related sections of any compliance or assessment report submitted to the FTC, to the extent consistent with confidentiality requirements. AccuSource acknowledges that the Department has established a dedicated point of contact for DPAs for any problems of compliance by Privacy Shield organizations, and that the FTC will give priority consideration to referrals of non-compliance with the Principles from the Department and EU Member State or Swiss authorities, and will exchange information regarding referrals with the referring state authorities on a timely basis, subject to existing confidentiality restriction.



PRIVACY SHIELD SUPPLEMENTAL PRINCIPLES

1. Sensitive Data

- a. AccuSource is not required to and does not obtain affirmative express consent (opt in) with respect to sensitive data where the processing is:
 - i. In the vital interests of the data subject or another person;
 - ii. Necessary for the establishment of legal claims or defenses;
 - iii. Related to data that are manifestly made public by the individual

2. The Role of Data Protection Authorities

- a. AccuSource is committed to cooperate with European Union data protection authorities (“DPAs”) and the FDPIC as described below. AccuSource commits to employ effective mechanisms for assuring compliance with the Privacy Shield Principles. AccuSource will provide: (a)(i) recourse for individuals to whom the data relate; (a)(ii) follow up procedures for verifying that the attestations and assertions they have made about their privacy practices are true by providing access; and (a)(iii) will remedy problems arising out of failure to comply with the Principles and accept any consequences.
- b. AccuSource commits to cooperate with the DPAs by declaring in its Privacy Shield self-certification submission to the Department of Commerce that AccuSource:
 - i. Elects to satisfy the requirement in points (a)(i) and (a)(iii) of the Privacy Shield Recourse, Enforcement and Liability Principle by committing to cooperate with the DPAs and the FDPIC;
 - ii. Will cooperate with the DPAs and the FDPIC in the investigation and resolution of complaints brought under the Privacy Shield; and
 - iii. Will comply with any advice given by the DPAs or the FDPIC and will take specific action where the DPAs or FDPIC believes that AccuSource must do so to comply with the Privacy Shield Principles, including remedial or compensatory measures for the benefit of individuals affected by any non-compliance with the Principles, and will provide the DPAs with written confirmation that such action has been taken.
- c. Operation of DPA Panels
 - i. AccuSource acknowledges and accepts that the DPAs and FDPIC may provide information and advice in the following way:
 - 1. The panel will provide any advice to AccuSource on unresolved complaints from individuals about the handling of Personal Information that has been transferred from the EU under the Privacy Shield. This



advice will be designed to ensure that the Privacy Shield Principles are being correctly applied and will include any remedies for the individual(s) concerned that the DPAs consider appropriate.

2. The panel will provide such advice in response to referrals from AccuSource and/or to complaints received directly from individuals against organizations which have committed to cooperate with DPAs for Privacy Shield purposes, while encouraging and if necessary helping such individuals in the first instance to use the in-house complaint handling arrangements that the organization may offer.
 3. Advice will be issued only after both sides in a dispute have had a reasonable opportunity to comment and to provide any evidence they wish. The panel will seek to deliver advice as quickly as this requirement for due process allows. As a general rule, the panel will aim to provide advice within 60 days after receiving a complaint or referral and more quickly where possible.
 4. The panel will make public the results of its consideration of complaints submitted to it, if it sees fit.
 5. The delivery of advice through the panel will not give rise to any liability for the panel or for individual DPAs.
- ii. AccuSource has chosen this option for dispute resolution and therefore it must comply with the advice of the DPAs. AccuSource acknowledges that any failure to fulfill the undertaking to cooperate with the DPAs, as well as failures to comply with the Privacy Shield Principles, will be actionable as a deceptive practice under Section 5 of the FTC Act or other similar statute.
- d. AccuSource uses Personal Information human resources related data transferred from the EU and commits to cooperate with the DPAs and the FDPIC with regard to such data (see Supplemental Principle on Human Resources Data).

3. Self-Certification

- a. Privacy Shield benefits are assured from the date on which the Department has placed the AccuSource's self-certification submission on the Privacy Shield List after having determined that the submission is complete.
- b. AccuSource has provided to the Department a Privacy Shield self-certification submission, signed by a corporate officer on behalf of AccuSource, that contains the following information:
 - i. The name of our organization, mailing address, e-mail address, telephone, and fax numbers;
 - ii. A description of the activities of the organization with respect to Personal Information received from the EU by AccuSource; and
 - iii. A description of the AccuSource's privacy policy for such Personal Information, including:
 1. AccuSource's public website address where the privacy policy is available

2. A contact office for the handling of complaints, access requests, and any other issues arising under the Privacy Shield;
 3. The specific statutory bodies that have jurisdiction to hear any claims against AccuSource regarding possible unfair or deceptive practices and violations of laws or regulations governing privacy (and that is listed in the Principles or a future annex to the Principles);
 4. Name of any privacy program in of which AccuSource is a member;
 5. Method of verification prescribed in the Supplemental Principle on Verification; and
 6. The independent recourse mechanism that is available to investigate unresolved complaints.
- c. AccuSource self-certification submissions will be provided not less than annually; otherwise AccuSource will be removed from the Privacy Shield List and Privacy Shield benefits will no longer be assured. Both the Privacy Shield List and the self-certification submissions by AccuSource will be made publicly available. AccuSource states in its relevant published privacy policy statements that AccuSource adheres to the Privacy Shield Principles. AccuSource's privacy policy is available online and AccuSource provides a hyperlink to the Department's Privacy Shield website and a hyperlink to the website or complaint submission form of the independent recourse mechanism that is available to investigate unresolved complaints.
- d. AccuSource's Privacy Principles apply immediately upon certification. Recognizing that the Principles will impact commercial relationships with third parties, AccuSource certifies that it shall bring existing commercial relationships with third parties into conformity with the Accountability for Onward Transfer Principle as soon as possible, and in any event no later than nine months from the date upon which AccuSource certifies to the Privacy Shield. During that interim period, where organizations transfer data to a third party, AccuSource shall (i) apply the Notice and Choice Principles, and (ii) where personal data is transferred to a third party acting as an agent, ascertain that the agent is obligated to provide at least the same level of protection as is required by the Principles.
- e. AccuSource subjects all personal data received from the EU in reliance upon the Privacy Shield to the Privacy Shield Principles. AccuSource's undertaking to adhere to the Privacy Shield Principles is not time-limited in respect of personal data received during the period in which AccuSource enjoys the benefits of the Privacy Shield. AccuSource will continue to apply the Principles to such data for as long as AccuSource stores, uses or discloses them, even if it subsequently leaves the Privacy Shield for any reason.
- f. If AccuSource ceases to exist as a separate legal entity as a result of a merger or a takeover it will notify the Department of this in advance. The notification will indicate whether the acquiring entity or the entity resulting from the merger will (i) continue to be bound by the Privacy Shield Principles by the operation of law governing the



takeover or merger or (ii) elect to self-certify its adherence to the Privacy Shield Principles or put in place other safeguards, such as a written agreement that will ensure adherence to the Privacy Shield Principles. Where neither (i) nor (ii) applies, any personal data that has been acquired under the Privacy Shield will be promptly deleted.

- g. If AccuSource leaves the Privacy Shield for any reason, it will remove all statements and marks implying that it continues to participate in the Privacy Shield or is entitled to the benefits of the Privacy Shield.

4. Verification

- a. AccuSource verifies its attestations and assertions through self-assessment.
- b. AccuSource's privacy policy regarding Personal Information received from the EU is accurate, comprehensive, prominently displayed, completely implemented and accessible. AccuSource's privacy policy conforms to the Privacy Shield Principles; individuals are informed of any in-house arrangements for handling complaints and of the independent mechanisms through which they may pursue complaints; AccuSource has in place procedures for training employees in its implementation, and disciplining mechanisms employees for failure to follow procedures, and has in place internal procedures for periodically conducting objective reviews of compliance with the above. AccuSource statement verifying the self-assessment is signed by a corporate officer or other authorized representative of the organization no less than once per year and is made available upon request by individuals or in the context of an investigation or a complaint about non-compliance.
- c. AccuSource maintains its records on the implementation of its Privacy Shield privacy practices and makes them available upon request in the context of an investigation or a complaint about non-compliance to the independent body responsible for investigating complaints or to the agency with unfair and deceptive practices jurisdiction. AccuSource will respond promptly to inquiries and other requests for information from the Department relating to the organization's adherence to the Principles.

5. Access

- a. The Access Principle in Practice
 - i. Under the Privacy Shield Principles, the right of access is fundamental to privacy protection. In particular, it allows individuals to verify the accuracy of information held about them. The Access Principle means that individuals have the right to:
 1. Obtain from AccuSource confirmation of whether or not AccuSource is processing personal data relating to them; AccuSource will answer requests from an individual concerning the purposes of the

processing, the categories of personal data concerned, and the recipients or categories of recipients to whom the personal data is disclosed.

2. Have communicated to AccuSource such data so that they could verify its accuracy and the lawfulness of the processing; and
3. Have the data corrected, amended or deleted where it is inaccurate or processed in violation of the Principles.

- ii. Individuals do not have to justify requests for access to their personal data. In responding to individuals' access requests, AccuSource is first guided by the concern(s) that led to the requests in the first place. For example, if an access request is vague or broad in scope, AccuSource will engage the individual in a dialogue so as to better understand the motivation for the request and to locate responsive information. AccuSource might inquire about which part(s) of AccuSource the individual interacted with or about the nature of the information or its use that is the subject of the access request.
- iii. Consistent with the fundamental nature of access, AccuSource will always make good faith efforts to provide access. For example, where certain information needs to be protected and can be readily separated from other Personal Information subject to an access request, AccuSource will redact the protected information and make available the other information. If AccuSource determines that access should be restricted in any particular instance, it will provide the individual requesting access with an explanation of why it has made that determination and a contact point for any further inquiries.

b. Burden or Expense of Providing Access

- i. The right of access to personal data may be restricted by AccuSource in only in exceptional circumstances where the legitimate rights of persons other than the individual would be violated or where the burden or expense of providing access would be disproportionate to the risks to the individual's privacy in the case in question. Expense and burden are important factors and will be taken into account but they are not controlling factors in determining whether AccuSource providing access is reasonable.
- ii. For example, if the Personal Information is used for decisions that will significantly affect the individual (e.g., the denial or grant of important benefits, such as insurance, a mortgage, or a job), then consistent with the other provisions of these Supplemental Principles, AccuSource will disclose that information even if it is relatively difficult or expensive to provide. If the Personal Information requested is not sensitive or not used for decisions that will significantly affect the individual, but is readily available and inexpensive to provide, AccuSource will provide access to such information.

c. Confidential Commercial Information



- i. An individual has the right to obtain confirmation of whether or not AccuSource has personal data relating to him or her. An individual also has the right to have communicated to him or her personal data relating to him or her.
 - ii. Although permitted to do so, AccuSource will not charge a fee for the confirmation or communicating of Personal Information.
- g. Repetitious or Vexatious Requests for Access
 - i. Although permitted to do so, AccuSource does not set limits on the number of times within a given period that access requests from a particular individual will be met.
- h. Fraudulent Requests for Access
 - i. AccuSource will not provide access unless it is supplied with sufficient information to allow it to confirm the identity of the person making the request.
- i. Timeframe for Responses
 - i. AccuSource will respond to access requests within a reasonable time period, in a reasonable manner, and in a form, that is readily intelligible to the individual.

6. Human Resources Data

- a. Coverage by the Privacy Shield
 - i. Where an organization in the EU transfers Personal Information about its employees (past or present) collected in the context of the employment relationship to AccuSource as an outside service provider, the transfer enjoys the benefits of the Privacy Shield.
- b. Application of the Notice and Choice Principles
 - i. When AccuSource receives employee information from the EU under the Privacy Shield it will disclose it to third parties only in accordance with the Notice and Choice Principles, and then only for the single purpose the individual has unambiguously consented to in writing. AccuSource does not reuse or resell Personal Information under any circumstances.

7. Obligatory Contracts for Onward Transfers

- a. Transfers between Controllers
 - i. For transfers between controllers, the recipient controller need not be a Privacy Shield organization or have an independent recourse mechanism. AccuSource will in all cases enter into a contract with the recipient third-party controller that provides for the same level of protection as is available under the Privacy Shield, not



including the requirement that the third-party controller be a Privacy Shield organization or have an independent recourse mechanism, provided it makes available an equivalent mechanism.

8. Dispute Resolution and Enforcement

- a. The Recourse, Enforcement and Liability Principle sets out the requirements for Privacy Shield enforcement. AccuSource satisfies the requirements by compliance with legal or regulatory supervisory authorities that provide for handling of individual complaints and dispute resolution; and a commitment to cooperate with data protection authorities located in the European Union or their authorized representatives.
- b. In order to help ensure compliance with its Privacy Shield commitments and to support the administration of the program, AccuSource will provide information relating to the Privacy Shield when requested by the Department. AccuSource will respond expeditiously to complaints regarding its compliance with the Principles referred through the Department by DPAs and the FDPIC. The response will address whether the complaint has merit and, if so, how AccuSource will rectify the problem. The Department will protect the confidentiality of information it receives in accordance with U.S. law.

c. Recourse Mechanisms

- i. Consumers are encouraged to raise any complaints they may have with AccuSource before proceeding to independent recourse mechanisms. AccuSource will respond to a consumer within 45 days of receiving a complaint. As required by the Recourse, Enforcement and Liability Principle, the recourse available to individuals will be readily available and free of charge.
- ii. AccuSource has chosen the EU Data Protection Authorities (EU DPAs) through The United States Council for International Business USCIB acting as a trusted third party on behalf of the European Union (EU) Data Protection Authorities to serve as an independent recourse mechanism (IRM) for dispute resolution arising from collection, use, and retention of Personal Information transferred from EU member countries to AccuSource.

AccuSource has chosen the Swiss Federal Data Protection and Information Commissioner (FDPIC) to serve as an independent recourse mechanism (IRM) for dispute resolution arising from collection, use, and retention of Personal Information transferred from Switzerland to AccuSource.

- iii. AccuSource acknowledges that set forth in Annex I, an arbitration option is available to an individual to determine, for residual claims, whether a Privacy Shield organization has violated its obligations under the



Principles as to that individual, and whether any such violation remains fully or partially remedied. This option is available only for these purposes.

9. Public Record and Publicly Available Information

- a. AccuSource in all cases applies the Privacy Shield Principles of Security, Data Integrity and Purpose Limitation, and Recourse, Enforcement and Liability to personal data from publicly available sources, and to data collected from public records, i.e., those records kept by government agencies or entities at any level that are open to consultation by the public in general.

ANNEX I

Annex I provides the terms under which Privacy Shield organizations are obligated to arbitrate claims, pursuant to the Recourse, Enforcement and Liability Principle. It can be found in its entirety at this Privacy Choice website URL:

<https://www.privacyshield.gov/article?id=ANNEX-I-introduction>.