

PRIVACY POLICY

Updated June 30, 2025

1. PURPOSE

This policy outlines how ALEX-Alternative Experts, LLC (collectively “ALEX”, “we”, “us”, and “our”) uses, stores, and protects personal information collected during the application and recruiting process or other related website use.

2. SCOPE

This policy applies to all current and former ALEX employees, job applicants, contractors, and interns.

3. POLICY

ALEX is committed to protecting your privacy. Most pages on our site can be visited without providing information about yourself or your organization. Occasionally, we need your contact information to provide the services that you request. This Privacy Policy explains our data collection procedures and use of your information. This notice informs you about:

- Your privacy rights.
- Personal information collected.
- How personal information is used.
- Sharing your information.
- Safeguarding information.
- Update and removal of information.
- Children’s privacy.
- Inquiries, comments or complaints.

When you link to any other site, you leave ALEX's site, and we have no control over the activities or policies of other sites.

Your Privacy Rights

ALEX respects your privacy rights:

- Right to Know. You have the right to know when we intend to collect personal information, what personal information is or has been collected, where the data originated, how it will be used, and with whom it will be shared.
- Right to Consent. You have the right to opt-in for the use, disclosure, sale, or access to your personal information. You may revoke such consent at any time.
- Right to Prevent. You have the right to prevent our organization from sharing your personal information with third parties.
- Right to Request. You have the right to request a copy of your personal information on file.

- Right to Deletion. You have the right to request that we remove your personal information on file.
- Right to Pricing. We are prohibited from charging you a different price, or refusing service, if you exercise your privacy rights.

Personal Information Collected

We may collect the following types of personal information:

- **Identification Information:** Name, address, phone, date of birth, Social Security number, email address.
- **Employment Details:** Job title, department, salary, performance evaluations, disciplinary records.
- **Legal or Contractual Requirements:** Where allowed or required by law, we may ask for information related to background checks, education verification, ethnicity, gender identity, veteran status, or any disability or accommodated request during the recruitment process.
- **Financial Information:** Bank account details for payroll, tax information.
- **Health and Safety Information:** Medical certificates, disability status, emergency contacts.
- **Technology Use & Online Resources:** Email usage, internet activity, access logs (where applicable and permitted by law), and other information contained within your public profiles such as LinkedIn, Facebook, or other online job board.

ALEX may request and/or collect additional information from you on a voluntary basis when you:

- Apply for employment, interview, or Email.
- Request information on or purchase of our products or services.
- Participate in promotions or events.
- Send questions or comments via e-mail to ALEX.

When you send e-mail to us, we are not attempting to collect any personal information about you. We will only use information contained in your e-mail to respond to your specific inquiry or comments in the e-mail. Since e-mail is a form of business communication, we may retain your information for a period and archive such information per ALEX's retention requirements.

This site collects information about pages visited within the site. We may use this information to accurately count visitors across our web sites and understand how they navigate and use our network of web sites. ALEX does not combine web site traffic information with your personal information.

ALEX does not:

- Share your information with unaffiliated third parties for their own direct marketing purposes.
- Collect, transmit, or store, personal information such as medical or health conditions, racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, or information specifying the sex of the individual.

How Personal Information is Used

ALEX collects, stores, and processes information provided to us. We may use the information you submit to us to send you information on our career opportunities, products, services, and promotional materials. Specifically, we use your contact information for the following purposes:

- Employment administration (e.g., recruiting, HR, payroll, benefits, performance management)
- Respond to your specific inquiry or comments.
- Deliver services, including marketing communications, related to your request or use of our products and services.
- Alert you to special offers, updated information, new services, and related information from ALEX.
- Allow you access to limited-entry areas of our site as appropriate.
- Other forms of business correspondence.

We may use your information so we can improve the products and services we provide to better meet your needs. The demographic information (e.g., location, type of organization, services requested, etc.) you provide us with is collected by ALEX and is not disclosed to third parties. This demographic information cannot be used to personally identify you. We may merge site-visitation data with anonymous demographic information for research purposes, and we may use this information in aggregate to provide more relevant content.

Information passively collected by ALEX includes log files that record web site activity that gather statistics about web user browsing habits. These entries are generated anonymously, and help ALEX determine, among other things, how many and how often users visit our web site, the pages visited, and other similar data. We also use log file entries for internal marketing and demographic studies to constantly improve our online services.

Sharing of Information

ALEX may share your personal information with outside entities hired to assist with ALEX's internal support operations (e.g. cloud service providers for human resources and financial services, packaging and mailing services, event registration, etc.). We only provide those companies with the information they need to deliver the service, and they are prohibited from using that information for any other purpose.

ALEX does not sell or rent information collected from and about individuals to third parties. However, in the event of a merger, acquisition, reorganization, bankruptcy, or other similar event, your personal information may be transferred to ALEX's successor or assign, if permitted by and done in accordance with applicable law.

ALEX may disclose your contact information if required to do so by law or in the good-faith belief that such action is necessary to:

- Conform to the edicts of the law including disclosure of information in response to lawful requests by public authorities, national security or law enforcement requests, or comply with legal process served on ALEX.
- Protect and defend the rights or property of ALEX and its web site.

- Investigations of fraud, intellectual property right infringements, or other activity that is illegal.
- Act in urgent circumstances to protect the personal safety of ALEX employees, users of ALEX products or services, or members of the public.

Safeguarding Information

ALEX only collects information to the extent deemed reasonably necessary to serve our legitimate business purposes. In addition, we take appropriate steps to ensure the security and integrity of any information you provide to us. Any information provided to us is stored in an access-controlled facility. Your information is protected from electronic threats using firewalls, intrusion detection, anti-virus, anti-spyware, passwords, and related security mechanisms.

Update and Removal of Information

If you receive an e-mail and want to opt-out, simply reply to the e-mail requesting your address be removed from future communications or click the “unsubscribe” link, if provided. You may at any time review, correct, amend, or delete the contact information we have for you. Simply contact us to change, update, or have us remove your information. If your request is sent via e-mail, please include in your message the service or communication you received from us.

Children’s Privacy

ALEX’s websites are not designed with the intent to attract the collection of information from children under the age of 13. We ask that children under the age of 13 not submit any personal information to us while viewing our website.

Inquiries, Comments, or Complaints

Please submit any questions, comments, inquiries, or complaints to ALEX using the contact us page on our web site.

4. V. ENFORCEMENT

Any Staff found to have violated this policy may be subject to disciplinary action, up to and including termination.

5. VI. DISTRIBUTION AND CHANGES

This policy is to be distributed to all Staff and posted on the ALEX website. We will update this Privacy Policy from time to time, and the update will be effective on the date posted, so please check back periodically. By affirmatively accepting the new policy or continuing to use our Services, you agree to the updated Privacy Policy.

If at any point we decide to use Personal Information in a manner that is materially different from the terms provided to you at the time of collection, we will endeavor to notify you of such changes.