

MIS PRIVACY NOTICE

This privacy notice discloses the privacy practices for miscm.callmis.com. This privacy notice applies solely to information collected by this website, API or uploaded to MIS's SFTP server.

This policy will address the following:

1. What personally identifiable information is collected from you through the web site, how it is used and with whom it may be shared.
2. What choices are available to you regarding the use of your data.
3. The security procedures in place to protect the misuse of your information.
4. How you can correct any inaccuracies in the information.
5. How long your data is stored.

Information Collection, Use, and Sharing

We are the data processor of the information collected on this site. We only have access to/collect data that you voluntarily give us via our secure website (<https://miscm.callmis.com>), API, SFTP, or secure email. We will not sell or rent this information to anyone. We will use your information to respond to you, regarding the reason you contacted us. We will not share your information with any third party outside of our organization, other than as necessary to fulfill your request. You will be notified prior to any use of a Third Party used to collect, process or store your data.

Unless you ask us not to, we may contact you via email in the future regarding billing, new products/services, changes to the existing products/services, or changes to this privacy policy.

Your Access to and Control Over Information

You may contact us at any time via email: miscm@callmis.com, or by phone: 201-659-2600, to:

- See what data we have from your firm.
- Change/correct data you've provided to us in the past.
- Have us delete/purge records.
- Express any concerns you have about the use of your data.

Security

We take precautions to protect your personal data. When you submit sensitive information via the website, your information is protected both online and offline. Whenever you enter any sensitive data (such as name, date of birth, SSN, etc.), that information is encrypted using HTTPS and transmitted to us in a secure way. You can verify this by looking for a closed lock icon in the upper left corner of your browser, or looking for "https" at the beginning of the address of the web page.

While we use encryption to protect sensitive information transmitted to us online, we also protect your Information while offline. Only employees who need the information to perform a specific job (for Example, our Customer Service/Alerting Department) are granted access to personally identifiable information. The servers in which we store personally identifiable information, as well as the workstations used to access this data, are kept in a secure environment.

Questions/Complaints

The data on our site is provided by you, the client. Therefore, we depend on you to contact us with any inaccuracies or updates to the data. You can email us at miscm@callmis.com, with any questions,

updates or request regarding the data on the site. You can also contact our Customer Service Department at 201-659-2600.

Data Retention

All data is stored in an encrypted database. Employee's that process data have read-only access to this data, to preserve data integrity. The data you provide to MIS or ESP is retained for as long as your firm is a member, or until your firm request in writing that the data be purged. You can submit this request to miscm@callmis.com.