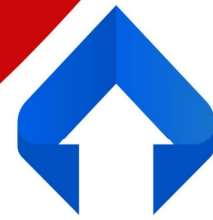


Privacy Statement



OMNI
HUMAN RESOURCE SOLUTIONS

An HR partner that understands you

Our Commitment to Your Privacy

The maintenance of security and confidentiality of client information is a top priority for us at OMNI Human Resource Solutions (OMNI). This document sets forth OMNI's Privacy Policy and describes the practices that OMNI will follow with respect to the privacy of our clients' information. OMNI defines client information as information belonging to a specific Client and all employees of the Client (collectively, the "Client"), concerning the Client's current or former relationship with OMNI, including, but not limited to, that Client's name, address, email address, user ID, social security number, federal identification number, demographic information and other information relevant to client surveys or offers.

Disclosure of Information

OMNI does not sell, license, lease or otherwise disclose your information to any non-affiliated party except as described below. OMNI will share Client information only as stated in this policy.

Collecting Information

OMNI will not collect any Client information, including an email address, without first obtaining the Client's consent. If the Client has voluntarily provided information to OMNI, that client will be deemed to have consented to the collection and use of their client information. OMNI collects and uses various types of information to service Client accounts and save the Client time and money.

This information generally consists of information gathered from account applications, forms and other information provided by the client whether in writing, in person, by telephone, electronically or by other means (examples of this information are employee names, addresses, Social Security numbers, income, and phone numbers); information about transactions, account balances, payment history and receipt and disbursements of cash; information from a consumer reporting agency regarding your credit history; and information from other outside sources obtained to verify representations made by the Client.

Whether the client provides any information to OMNI is entirely up to the Client. However, if the Client chooses not to submit the Client information, the Client may not be able to use those functions or services.

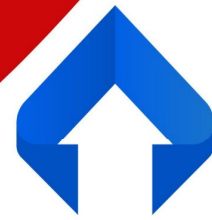
Sharing Information

OMNI may share client information with its affiliates if the information is required to provide the product or service a Client has requested or to provide a Client the opportunity to participate in the products or services our affiliates offer. In order to ensure that these products and services meet the Client's needs, OMNI may share some information with service providers and affiliates. OMNI does not sell or rent Client information collected through websites, telephone, mail, or any other contact with OMNI, to anyone (person or entity). OMNI may provide aggregate statistics about visitors to our sites, such as volume, traffic patterns, and related website information to reputable third-party vendors, but those statistics will not include any Client information.

CONTACT US

8700 Indian Creek Pkwy, Suite 250, Overland Park, KS 66210
Consulting: 913.341.2119 · Executive Search: 913.653.8067 · Website: omnihrm.com

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OMNI may also disclose information in special cases when we have a good faith belief that such action is necessary to: (a) conform to legal requirements or comply with legal process; (b) protect and defend OMNI's rights or property; or (c) act to protect the interests of OMNI's users or others.

Choices regarding collection, use, and distribution of your information

If, in connection with a Client's use of a particular OMNI service, OMNI asks to use the Client information in a way not described in this Privacy Policy and the Client does not wish to permit that use, the Client can choose not to use the particular service. OMNI may, from time to time, send clients mail or e-mail regarding products and services. Clients who do not want to receive such offers and mailings can easily indicate that by contacting OMNI via telephone, email, mail, or in person.

Accurate Information

Clients may review, change or correct their information at any time. Clients are responsible for maintaining the accuracy and completeness of information required for OMNI to provide the services requested. OMNI provides Clients with access to their Client information in a number of ways: through account statements, by telephone or online access. Clients should advise OMNI if their information is ever inaccurate, incomplete, or in need of updating. If a Client should have any questions, or feel that OMNI has not handled Client information properly, that Client may always contact OMNI and we will provide an answer or investigate that Client's complaint.

Information Security

All OMNI employees are required to sign a Confidentiality Agreement advising them that all Client information is confidential and that they are bound by internal policies and procedures to not divulge any client information without proper approval. Employees are subject to disciplinary action, up to and including termination, if an employee fails to follow OMNI's policies and procedures. We will restrict access to your personally identifiable information to employees who need access to the information in order to do their jobs. These employees are limited in number and are committed to OMNI's Privacy Policy.

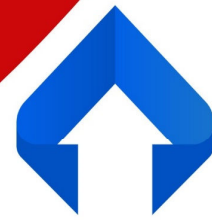
OMNI also maintains at least industry standard physical and electronic safeguards to prevent unauthorized access to client information. We continually assess new technology to maintain our information security systems to those standards. Unfortunately, no data transmission over the Internet can be guaranteed to be 100% secure. As a result, while OMNI strives to protect Client information, OMNI cannot ensure or warrant the security of any information transmitted to OMNI or received from OMNI. OMNI has no way of protecting Client information until it reaches OMNI. Once Client information is received, OMNI will make its best effort to ensure the security of the Client's information on the servers.

The Client is responsible for keeping username, password, and any other login credentials or user verification information confidential, therefore we highly recommend that client not share this information with anyone. OMNI will never ask a client for their password in a phone call or in an

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e-mail. Clients should also remember to sign out of the registered site and close their browser window when they have finished their work. This is to ensure that others cannot access the Client's personal information and correspondence if others have access to their computer. Remember any preferences that may have been set while the user was browsing the site. Cookies are small strings of text that web sites can send to your browser. Cookies cannot retrieve any other data from your hard drive or obtain your e-mail address. If you are simply browsing a OMNI informational site, a cookie may be used to identify your browser as one that has visited the site before.

Business Partners

Our website may contain links to enable you to visit our business partners' websites. However, once you have used these links to leave our site, you should note that we do not have any control over their websites. Therefore, we cannot be responsible for the protection and privacy of any information which you provide while visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the business partner's privacy statement.

Updates to our Privacy Policy

OMNI will provide notice to Clients of any changes to our Privacy Policy. OMNI reserves the right to make changes to this policy at any time for any reason. Clients can always review our current policy here or they may contact us for a copy.

Our Former Clients

Even if you are no longer a OMNI Client, OMNI's Privacy Policy will continue to apply to your Client information.

Contact Information

OMNI welcomes your questions or comments regarding this Statement of Privacy. If you believe that OMNI has not adhered to this Statement, please contact Julie Anderson, OMNI's Vice President of Operations, at:

Email Address:
janderson@omnihrm.com

Telephone number:
913-341-2110

OMNI Human Resource Management
7311 West 132nd Street, Suite 320
Overland Park, KS 66213

Effective as of November 6, 2024

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