

PREPARE-ENRICH NZ Privacy Policy
In Association with
Life Innovations, Inc., Updated June 2010

Life Innovations, Inc. and Prepare Enrich NZ ARE committed to guarding the privacy of any customer information gathered and transmitted over the internet. For over 25 years, the PREPARE/ENRICH Programme has demonstrated a solid track record of being sensitive to and respectful of confidential information. This privacy policy is intended to inform you of what information is collected, how it is used, and how it is kept secure.

Information Gathered about Couples Registered for an Online Inventory: Couples completing the online Customized Version of PREPARE/ENRICH must be registered for administration and scoring by a trained PREPARE/ENRICH facilitator on our secure website. The facilitator enters the following information on each couple.

- 1. First Name/Nick Name:** A facilitator is asked to enter a first name or nick-name when registering a couple. This becomes the “User Name” with which each individual is identified during the administration process and on the reports displaying their results.
- 2. Email:** If the couple and facilitator have so agreed, a facilitator can enter an email address for each partner so the login information can be emailed directly to the couple for login purposes.

Facilitators also have the option of entering their own email addresses and forwarding Login information by other means. Email addresses of couples are stored securely by Life Innovations and are not shared with third parties or used for any other purpose.

Information Gathered from Couples Completing a PREPARE/ENRICH Inventory Online:

Once a couple is registered to take an inventory online, they login to a secure website and respond to Background items and Topical Inventory items.

- 1. Background Items:** Many of the responses to background items are asked in ranges (i.e. Age: 20-25, 26-30 . . .) which further protects individuals from providing identifiable information. Other than gender, the background and demographic items are not required for the scoring of the PREPARE/ENRICH Inventories, and are not printed in the results if unanswered.

- 2. Inventory Items:** Responses are recorded numerically. Couple responses are stored in a secure password protected database and used to calculate inventory results.

* Facilitators are notified when a registered couple has completed an inventory. The facilitator can then access their password protected secure account to download a PDF report. The report contains only the first names or username entered during the registration process; it does not contain the couple’s email addresses.

** In sum, information gathered from couples taking a PREPARE/ENRICH Inventory online includes their User Name, their survey responses, possibly their e-mail address, and anonymous site-traffic data. Given the limited nature of the information we collect from couples completing a PREPARE/ENRICH Inventory online, we do

not currently have a process by which they can directly review or update this information. All inventory results are provided by a couple's facilitator(s).

Information Gathered from PREPARE/ENRICH Facilitators

When visiting our website, www.prepare-enrich.co.nz trained facilitators are asked to Login using their last name and PREPARE/ENRICH ID number in order to gain increased access to the secure website, Online bookstore, and couple management process for adding and scoring online inventories. This allows Facilitators to review training information, purchase scorings, manage couple information, and print Reports in the secure password protected section of the Site.

Life Innovations maintains contact information for each facilitator trained in the PREPARE/ENRICH Programme. This information is stored in a password protected secure system and used for the purposes of authenticating certification status, organizational communications, email correspondence, and the Shipping of printed materials. Neither Life Innovations or Prepare Enrich NZ sells or distribute the names, email, or contact Information of facilitators to any other individual or group.

Facilitators can call customer service or Login Online and go to "Edit my Profile" to check and update their information. Information stored includes the Following: Facilitator Name, Facilitator Type (Counselor, Clergy, Mentor, Other), Denomination/Religious Affiliation, Mailing & Shipping Addresses, Phone number(s), Email Address, Listing on Referral Data Base, and Foreign Language competency if specified.

Referral Database

PREPARE/ENRICH Facilitators have the option of being listed on our online referral database. A listing status can be changed at any time by contacting Customer Service, or by going to the website can change status at any time to the "Edit My Profile" Section of the website. For those who choose to be listed on the referral database, they are agreeing to have at a minimum, their name, facilitator type, city, state, and phone number listed. They can also list a Denominational affiliation if so desired. This information is then made available to the general public who visit the Site. Couples may also use a form to contact listed facilitator's via email, although facilitator Email addresses are not displayed.

Payment information: All online credit card purchases for our bookstore or online scorings are processed by secure technology. Once a payment is processed, Life Innovations saves only the last 4 Digits of any credit card numbers allowing us to track payment inquiries if needed. Purchasing an online Inventory does not require customers to provide their mailing address, but we do request the name as it appears on the credit card, expiration dates. Purchasing a physical product from our online bookstore does require a name and shipping address as well. Email addresses are requested for providing order confirmation, but are not required.

We share limited contact data and financial data with our business partners who assist us by performing Core services (such as billing and security) related to the operation of our website. Those business partners have all agreed to uphold the same standards of security and confidentiality that we have promised to you In this Privacy Policy, and they will only use your data and other personal information to carry out there Specific business obligations to Life Innovations, Inc.

Research

Life Innovations stores for one year archival data on couples who have completed one of the PREPARE/ENRICH Inventories. This data is encrypted and stored on a secure password protected database. No names or other Identifiable information is connected to these records. Life Innovations, Inc. psychologists and behavioral specialists use these records for anonymous research purposes only and are trained in protecting confidential information as well as handling secures data.

Browsers

When you visit the online administration and scoring site, certain types of information about your visit are automatically captured. This information includes the Internet Protocol (IP) address through which you access the Internet; the date and time you access the Site; the pages that you access while at the Site and the Internet address of the web site from which you linked. This gives Life Innovations, Inc. information concerning the frequency with which users visit different parts of our site. We do not link IP addresses to anything personally identifiable. This means that a user's session will be tracked, but the user will remain anonymous.

Cookies

Cookies are not required in order to use our site. If you do have cookies turned on in your browser, our site will only use them to store a randomly generated session id. If you do not have cookies turned on in your browser, our site will automatically include a randomly generated session id within the URL for each page that you access. In either case, the session id allows your browser to maintain a continuous user session with our site and is used for no other purpose.

Age Requirements

The PREPARE/ENRICH Inventories administered and scored online are for adults 18 years of age and older. Life Innovations does not knowingly collect personally identifiable information from minors, and will purge this information from our database if discovered.

Security

Life Innovations, Inc. has adopted security measures to protect the loss, misuse and alteration of all information stored in our database. These measures include the use of Secure Server technology during credit card transactions and administrative access to site data, as well as other proprietary security measures. While we are committed to exercising reasonable care in providing secure transmission of information between your computer and our servers, we cannot ensure or warrant the security of any information transmitted to us over the Internet and we accept no liability for any unintentional disclosure.

Contact Information

For inquiries or concerns, you can contact Prepare Enrich. by clicking on the "Contact Us" link.

Acceptance of Privacy Statement

Your use of our website, including any dispute concerning privacy, is subject to this privacy statement.

Your use of our website will indicate your acceptance of the practices set out in this Privacy Policy. We reserve the right to modify this privacy statement at any time by posting the changes on this page. Your continued use of any portion of our website following posting of the updated privacy statement will constitute your acceptance of the changes.