# THE MONTANA EARLY CHILDHOOD PROJECT PRIVACY POLICY

## **Terms and Conditions**

OUR COMMITMENT TO YOUR PRIVACY. We believe the responsible use of information is important for meeting your needs and providing consistent service quality. This privacy statement explains data collection and use practices of the EARLY CHILDHOOD PROJECT (ECP). The ECP collects and maintains Personal Identifiable Information (PII) for its participants and partners. The PII we collect and maintain includes name, addresses, telephone number, email address, birth date and last 5 digits of your social security number.

The ECP also collects specific information regarding your employment, education, training, and professional organization membership. All data collected from you as an individual is kept confidential and when shared is protected as described below. Please view below to review the Security Protection and Safeguard Procedures in place to protect your PII and other data as stated above.

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Your name will not be released to advertisers. If you prefer that we not send you e-mail communications about offerings which may be of interest to you, please let us know by writing to: Early Childhood Project, P.O. Box 173540, Bozeman, MT 59717 or by sending an e-mail to ecp@montana.edu.

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The ECP may disclose personal information if required to do so by law or in the good faith belief that such action is necessary, as required by or permitted by law, to protect and defend the rights or property of the ECP, or to act in urgent circumstances to protect the personal safety of users of the ECP, its Web sites, or the public.

In the case of a merger, sale or reorganization of some or all of our business we do reserve the right to transfer your PII and other information. By using this site, you consent to the data practices described in this statement.

We may occasionally update this Privacy Statement. For material changes to this Privacy Statement, we will notify you either by placing a prominent notice on the home page of our Web site or by directly sending you a notification. We encourage you to periodically review this Privacy Statement to stay informed about how we are protecting the personal information we collect. Your continued use of the service constitutes your agreement to this Privacy Statement and any updates.

This policy and all of our legal obligations are subject to the laws of Montana and the USA, regardless of the location of any user. Any claims or complaints must be filed in the USA in the State of Montana. The ECP welcomes your comments regarding this Privacy Statement. If you believe that the ECP has not adhered to this Statement, please contact us by email or by postal mail at the addresses listed above.

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You can contact the ECP with your questions and/or comments about the website or your participation, by writing to: Early Childhood Project, P.O. Box 173540, Bozeman, MT 59717 or by sending an e-mail to ecp@montana.edu

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#### **SECURITY**

We maintain physical, electronic, and procedural safeguards that meet or exceed industry standards to guard your nonpublic personal information. We protect your account information by placing it on the secure portion of our Web site, using firewalls and other security technology to protect our network and systems from external attacks, and requiring you to enter a unique user name and password to access your account information online. Also, our servers have been enabled with Secure Sockets Layer (SSL) technology to prevent unauthorized parties from viewing the nonpublic personal information that you provide or access during a secure session (look for the padlock icon on your browser). In addition, we employ VeriSign's digital certificate services to authenticate that you are transacting with our Web site.

#### **ACCURACY**

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☐ I acknowledge that I have reviewed to the Privacy Policy