

discover-e Legal Safe Harbor Privacy Policy

discover-e Legal, LLC provides electronic discovery services and software for corporations and law firms. Services include forensic data collection, web hosting, eDiscovery processing, tape restoration, document review and litigation readiness services. Maintaining the security and privacy of the data of our clients, employees and partners is important to discover-e.

discover-e adheres to the Safe Harbor Agreement concerning the transfer of personal data from the European Union (“EU”) to the United States of America. Accordingly, we follow the Safe Harbor Principles published by the U.S. Department of Commerce (the “Principles”) with respect to all such data. If there is any conflict between the policies in this privacy policy and the Principles, the Principles shall govern. This privacy policy outlines our general policy and practices for implementing the Principles, including the types of information we gather, how we use it and the notice and choice affected individuals have regarding our use of and their ability to correct that information. This privacy policy applies to all personal information received by discover-e.

Much of the electronically stored information (ESI) received by discover-e does not constitute “personal information” as defined below.

Definitions

For purposes of this Policy, the following definitions shall apply:

“Personal information” means information that identifies or could be used to identify an individual. Personal information does not include information that is encoded or is publicly available.

“Sensitive personal information” means personal information that reveals race, ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, views or activities, that concerns health or sex life, information about social security benefits, or information on criminal or administrative proceedings and sanctions other than in the context of pending proceedings.

Privacy Principles

The privacy principles in this Policy have been developed based on the U.S.-EU Safe Harbor.

Notice

discover-e does not typically collect personal information directly from individuals in the EU. Personal information may exist in ESI that is received by discover-e for processing. To the extent permitted, we reserve the right to process personal information in the course of providing electronic discovery and other services to our clients without the knowledge of individuals involved.

In cases where discover-e collects personal information directly from custodians in the EU, we will inform an individual of the purpose for which it collects and uses the Personal Information and the types of non-agent third parties to which discover-e discloses or may disclose that Information. discover-e shall provide the individual with the choice and means for limiting the use and disclosure of their Personal Information. Notice will be provided in clear and conspicuous language when individuals are first asked to provide Personal Information to discover-e, or as soon as practicable thereafter, and in any event before discover-e uses or discloses the Information for a purpose other than for which it was originally collected.

Choice

discover-e will offer individuals the opportunity to choose (opt out) whether their Personal Information is (1) to be disclosed to a third party or (2) to be used for a purpose other than the purpose for which it was originally collected or subsequently authorized by the individual. For Sensitive Personal Information, discover-e will give individuals the opportunity to affirmatively or explicitly (opt out) consent to the disclosure of the information for a purpose other than the purpose for which it was originally collected or subsequently authorized by the individual. discover-e shall treat Sensitive Personal Information received from an individual the same as the individual would treat and identify it as Sensitive Personal Information.

Onward Transfers

Prior to disclosing Personal Information to a third party, discover-e shall notify the individual of such disclosure and allow the individual the choice (opt out) of such disclosure. discover-e shall ensure that any third party for which Personal Information may be disclosed subscribes to the Principles or are subject to law providing the same level of privacy protection as is required by the Principles and agree in writing to provide an adequate level of privacy protection.

Data Security

discover-e shall take reasonable steps to protect the Information from loss, misuse and unauthorized access, disclosure, alteration and destruction. discover-e has put in place appropriate physical, electronic and managerial procedures to safeguard and secure the Information from loss, misuse, unauthorized access or disclosure, alteration or destruction. discover-e cannot guarantee the security of Information on or transmitted via the Internet.

Data Integrity

discover-e shall only process Personal Information in a way that is compatible with and relevant for the purpose for which it was collected or authorized by the individual. To the extent necessary for those purposes, discover-e shall take reasonable steps to ensure that Personal Information is accurate, complete, current and reliable for its intended use.

Access

discover-e shall allow an individual access to their Personal Information and allow the individual to correct, amend or delete inaccurate information, except where the burden or expense of providing access would be disproportionate to the risks to the privacy of the individual in the case in question or where the rights of persons other than the individual would be violated.

Enforcement

discover-e uses a self-assessment approach to assure compliance with this privacy policy and periodically verifies that the policy is accurate, comprehensive for the information intended to be covered, prominently displayed, completely implemented and accessible and in conformity with the Principles. We encourage interested persons to raise any concerns using the contact information provided and we will investigate and attempt to resolve any complaints and disputes regarding use and disclosure of Personal Information in accordance with the Principles.

If a complaint or dispute cannot be resolved through our internal process, we agree to cooperate and comply with the European Data Protection Authorities (DPAs).

Amendments

This privacy policy may be amended from time to time consistent with the requirements of the Safe Harbor. We will post any revised policy on this website.

Information Subject to Other Policies

discover-e is committed to following the Principles for all Personal Information within the scope of the Safe Harbor Agreement. However, certain information is subject to policies of discover-e that may differ in some respects from the general policies set forth in this privacy policy.

Contact Information

Questions, comments or complaints regarding the discover-e's Safe Harbor Policy can be mailed to:

discover-e Legal

Attn: Privacy Policy Coordinator

610 SW Alder St., Ste 1111

Portland, OR 97205

Effective date: February 15, 2010