

Privacy Policy

At The Assessment and Development Group (ADGI) we provide career and job assessment services. We take data privacy seriously and are committed to protecting it.

Information Collected from the OMS Questionnaire

When you complete an OMS Questionnaire you provide a brief amount of information about yourself, including your name, your email address, your status as either an employee or a job applicant, and optionally your telephone number and the position to which you may be applying. That information is stored in a small text file along with your responses to the OMS Questionnaire. Your information is accessible only by our personnel and by the organization who requested that you complete the OMS Questionnaire.

Except as otherwise set forth in this Privacy Policy, ADGI will not disclose to any third party your personal data except to the extent necessary or appropriate to comply with applicable laws or in legal proceedings where such information is relevant. Under no circumstances will we rent or sell personal data to any third party for any purpose.

Research Conducted by ADGI

The OMS Questionnaire information collected by ADGI is used for assessment purposes and may be used in our research. ADGI will use OMS data collected from respondents and job information collected from clients from time to time in studies and statistical analyses related to the maintenance of the validity of the OMS Questionnaire and in other demographic and functional studies. In all such instances, only the Questionnaire responses and non-identifying information will be used. No personal information that might identify respondents or organizations will be disclosed to any other party. Collected data is stored only so long as it may be required for client information needs and for research and validation studies.

Client Information

Client users of the OMS web sites also provide ADGI with contact information (email addresses and telephone numbers) and information about jobs in their organizations. ADGI will not disclose to any third party user names, addresses, e-mail addresses, and telephone numbers except to the extent necessary or appropriate to comply with applicable laws or in legal proceedings where such information is relevant, and under no circumstances will we rent or sell information to any third party for any purpose.

Cookies

Session cookies with no personal identifying data are used with the OMS Questionnaire to ensure that it can be completed on-line. We also use cookies on our websites to enable authorized user passwords. Cookies are essential to these purposes, and no third-party cookies are used in any way.

Links to Other Websites

The OMS web sites may contain links to other websites. ADGI is not responsible for the privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of each web site that may collect personally identifiable information. This privacy statement applies solely to information collected by this web site.

Deletion of Personal Data/Requesting a Copy of Personal Data

Should the purpose for which your data was collected no longer be necessary, for example you were not hired by the organization requesting the OMS Questionnaire or if you are no longer employed by that organization, you may request that your personally identifying data to be deleted. In that event, please contact ADGI as explained below.

Where mandated by law you may request a copy of your personal data. ADGI will provide that data once proof of identity is confirmed. To request a copy of your data, please contact ADGI as explained below.

Notification of Changes

We may from time to time make changes to our privacy policies, and in the event we do make changes, we will post those changes on our web site with a "Revision Date".

Contact

If you feel that this company is not abiding by its posted privacy policy, you should contact us by email at support@2oms.com or by mail at The Assessment and Development Group International Inc., P.O. Box 5316, Pinehurst, NC 28374.