

Privacy Policy

Authorized By:	Accreditation Committee	Date Authorized:	3/16/2011
Effective Date:	4/1/2011	Last Amendment Date	3/24/2023
Version Number:	6	Document Number:	PR-PA-CD-4010

Implementation & Review:	
Superseded Document:	
Related Documents:	Information Security Policy and Procedure

Any questions or concerns with this Policy and Procedure document should be referred to the first-line supervisor. If questions are not resolved, follow the organizational chart.

1.0 Purpose

The AboveTraining Inc. Privacy Policy is intended to help end-users, customers, and other potential interested partners understand the stance of its company on personal privacy.

2.0 Policy

AboveTraining Inc. collects information about visitors which may include browser type, operating system, IP address, domain name, geographic location, and/or date/time stamp for your visit. We also utilize cookies to personalize and improve your experience. This information is collected in order to provide better services to users, to troubleshoot customer issues, and to prevent fraud.

AboveTraining Inc. does not rent, sell or share personal information (name, address, email or any other information) about you with other people or nonaffiliated companies except to provide requested products or services.

Any information gathered online or over the telephone will be used solely to contact you regarding related AboveTraining Inc. products and services.

AboveTraining Inc. limits access to personal information about you to employees who reasonably need to come into contact with that information to provide products or services to you or in order to do their jobs.

AboveTraining Inc. has physical, electronic and procedural safeguards to protect personal information about you.

Some regulatory authorities require us to collect your address. If you are in one of these areas, we will ask for your address and we will use the Google Maps API to ensure that it is a valid address. Inputting your address signifies agreement to Google's Terms of Service for the Google Maps API. You can find Google's privacy policy at <https://policies.google.com/privacy>.

If you have any further questions regarding our privacy policy or practices contact our customer service department.

California Only Consumer Privacy Act

If you are a California resident, under the California Consumer Protection Act (CCPA) you are entitled to the following rights:

- The right to know or request that a business discloses the categories and the specific pieces of personal information that a business collects, uses, discloses, and sells.
- The right to request that a business deletes any personal information that the company (AboveTraining) has collected
- The right to opt-out of the sale or transfer of personal information
- The right to not receive discriminatory or differentiated treatment by a business because you exercised a right conferred by the CCPA.

If you register to take training on StateFoodSafety.com, the following personal information will be collected:

Category	Source	Business Purpose	Categories of Third Parties Shared With
Username First and Last Name Birthdate Email Phone Number Address Company	Form submission during account creation	Provide Training	Health Departments Your employer if they paid for your training
Cookies Browser type Operating system IP address Domain name Geographic location Date/time stamp	Visitor's use of website	Improving customer experience in the troubleshooting process, and ensuring our systems work with typical configurations.	We do not share this information with any 3rd party

AboveTraining does not sell consumers' personal information. AboveTraining only discloses consumers' personal information to third-parties when it is necessary to do so in order to provide the service.

To exercise your right to access or delete your information follow the links in the Privacy Center or view your Account Information. Contact Customer Support at (801) 494-1416 or send an email to support@statefoodsafety.com if you would like help accessing or deleting your information.

Cookies, browser type, operating system, IP address, geographic location, and date/time stamp are deleted every 30 days. This information is not available in your Account Information, but can be provided to you upon request. Please contact Customer Support if you would like to request that this information is provided to you.

Nevada Only Residents

If you are a resident of Nevada, under law you are given the right to opt-out of the sale of your personal information. AboveTraining does not sell consumers' personal information, however, you are still entitled to this right. To exercise this right, contact Customer Support or check the box in your user profile that will opt you out of the sale of your personal information.

Canada Only Residents

The Personal Information Protection and Electronic Documents Act

If you are a Canadian citizen, under the Personal Information Protection and Electronic Documents Act you are entitled to the following rights:

- The right to consent to your information being collected
- The right to know or request that a business discloses the categories and the specific pieces of personal information that a business collects, uses, discloses, and sells.
- The right to complain to a business about how your information is being treated.

AboveTraining collects the following and distributes the following personal information for the following purposes:

Category	Source	Business Purpose	Categories of Third Parties Shared With
Username Name Birthdate Email Phone Number Address Company	Form submission during account creation	Provide the service	We do not share this information with any 3rd party
Cookies Browser type Operating system IP address	Visitor's use of website	Improving customer experience	We do not share this information with any 3rd party

Domain name			
Geographic location			
Date/time stamp			

AboveTraining does not sell consumers' personal information. AboveTraining only discloses consumers' personal information to third-parties when it is necessary to do so in order to provide the service.

To exercise your right to access or delete your information follow the links in the Privacy Center or view your Account Information. Contact Customer Support at (801) 494-1416 or send an email to support@statefoodsafety.com if you would like help accessing or deleting your information.

Cookies, browser type, operating system, IP address, geographic location, and date/time stamp are deleted every 30 days. This information is not available in your Account Information, but can be provided to you upon request. Please contact Customer Support if you would like to request that this information is provided to you.

To complain about how your Personally Identifiable Information is being treated, please see our Complaints and Appeals Policy or contact Customer Support at (801) 494-1416 or support@statefoodsafety.com.

3.0 Revision History

5/1/2020 - Added information specific to California, Canada, and Nevada

1/10/2020 – Added specific information about types of information collected

9/10/2019—Added information about use of Google Maps API

10/24/2016—Removed the phrase “that comply with federal regulations” from the Privacy Policy.

3/24/2023—Removed mention of former employee from policy.