

## **Privacy and Confidentiality Policy**

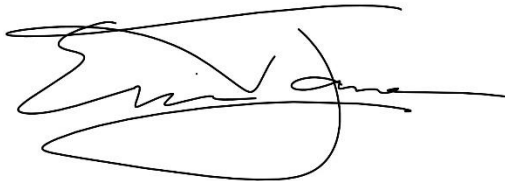
June 18, 2020

REAL Purpose Coaching (a division of REALsilence Life Strategies, LLC) is committed to complying with existing and proposed federal standards for the privacy and confidentiality of information. All information retrieval components are structured to provide that maintenance and routine troubleshooting occur with no access to your personal information.

REAL Purpose Coaching employs all recommended safety protocols to ensure secure transmission and storage of personal information (name, address, e-mail address, etc.) and all forms that request personal information. Any access to individual files is carefully controlled. Staff members must document the need for access, log details of the access when complete, and confirm that they have accessed only task-critical areas and are in compliance with confidentiality policies.

REAL Purpose Coaching does not disclose or provide access to any personal information to anyone without your permission, unless ordered to do so by a court of law or otherwise required by law.

REAL Purpose Coaching will not collect or store any secondary or tertiary information about you that does not relate to the business and client relationship unless you choose to provide it.



Eric T. James  
Founder & Director  
REALsilence Life Strategies, LLC