

WorkBetter LLC Privacy Notice

Last Updated: January 2024

This Privacy Notice describes how WorkBetter LLC (“WorkBetter,” “we,” “us,” or “our”) collects, uses, discloses, and protects personal information in connection with our services.

1. Scope

This Privacy Notice applies to all personal information processed through our Services, including our website, platform, and related communications.

2. Personal Information We Collect

We collect:

- Information you provide (e.g., name, email address, employer, communications)
- Usage data (e.g., IP address, browser type, pages visited, timestamps, general engagement data)
- Information provided by customer organizations (e.g., employer-provided user access details)

3. How We Use Personal Information

We use personal information to:

- Provide, operate, and maintain our Services
- Manage accounts and subscriptions
- Communicate with users
- Improve, develop, and analyze our Services
- Monitor usage and engagement
- Ensure security and prevent fraud
- Comply with legal obligations

We process personal information as necessary to perform our contractual obligations to our customers, to operate and improve our services, to comply with legal obligations, and based on our legitimate business interests. We may also use aggregated or de-identified data derived from use of the Services to improve our Services and for internal business purposes.

4. How We Disclose Personal Information

We do not sell personal information or share it for third-party marketing or advertising purposes.

We disclose personal information only as follows:

a. Service Providers

We may share personal information with third-party vendors that support the operation of our Services (e.g., hosting, analytics, IT support). These providers are contractually obligated to use personal information only for our purposes and to maintain its confidentiality.

b. Customer Organizations

If you access WorkBetter through your employer or another organization, we may provide that organization with information about your use of the Services.

This may include:

- Participation and engagement data
- Content access or completion data
- General usage metrics

This information is shared solely to:

- Enable the organization to manage its subscription
- Evaluate and improve training and professional development programs

We do not provide this information for independent marketing or commercial purposes. Usage and engagement data may be treated as part of the Services and Content provided to Customer under applicable agreements.

c. Legal Obligations

We may disclose information where required by law or to protect rights, safety, or property.

d. Business Transfers

Information may be transferred in connection with a merger, acquisition, financing, or sale of all or a portion of our business or assets.

5. Cookies and Analytics

We use cookies and similar technologies to operate and improve our Services.

For example, we use Google Analytics to understand how users interact with our Services, including pages visited and usage patterns. Google may use this information in accordance with its own privacy policies.

We may use similar analytics or measurement tools in the future, including tools provided by platforms such as LinkedIn.

You can control cookies through your browser settings. You may also opt out of Google Analytics through available browser add-ons.

6. Data Retention

We retain personal information only as long as necessary to:

- Provide our Services
- Maintain relationships with our customer organizations
- Comply with legal obligations
- Resolve disputes and enforce our agreements

7. Data Security

We implement reasonable administrative, technical, and physical safeguards designed to protect personal information. However, no system is completely secure.

8. Your Rights

Depending on applicable law (including California law), you may have rights to:

- Know what personal information we collect, use, and disclose
- Access your personal information
- Request correction of inaccurate information
- Request deletion of your personal information
- Object to or restrict certain processing
- Request portability of your personal information

To exercise these rights, contact us at hello@work-better.com.

9. International Data Transfers

Personal information may be processed in the United States or other jurisdictions that may have different data protection laws. We take appropriate measures to safeguard such transfers.

10. Changes to This Notice

We may update this Privacy Notice from time to time. Continued use of the Services constitutes acceptance of the updated Notice.

11. Contact Us

If you have questions or requests, please contact us at hello@work-better.com.