

**APHELION LEGAL SOLUTIONS
SAFE HARBOR DATA PRIVACY POLICY**

Aphelion Legal Solutions (“Aphelion”) is a legal process outsourcing firm that provides its clients and customers with litigation consulting and support and other legal support services. Aphelion abides by the Safe Harbor Principles of the United States Department of Commerce. Aphelion respects the individual privacy of its clients and customers (and their clients and customers), employees, business partners, and others who may use Aphelion’s services. In all cases Aphelion treats personal information in a manner consistent with the laws of the countries in which Aphelion does business, but it also aims to uphold the highest applicable ethical standards in all its business activities.

Effective December 12, 2009, this Privacy Policy sets forth the privacy principles that Aphelion follows with respect to the protection and transfers of personal information, whether it is in electronic, paper, or verbal format, between the United States and the EU. This statement applies to all personal information Aphelion processes (except as noted below), including on-line, off-line, and manually processed data.

IN-HOUSE VERIFICATION OF EFFECTIVENESS

Aphelion uses the following self-assessment mechanisms to ensure compliance with and the effectiveness of this Privacy Policy. Aphelion’s Chief Operating Officer is responsible for ensuring compliance with this Privacy Policy and verifying its effectiveness through these self-assessment mechanisms. First, the COO has instituted company-wide practice requiring that this Privacy Policy and any revisions thereto be posted in every office and operations facility owned or used by Aphelion. This policy is also posted on Aphelion’s website at <http://www.aphelionlegal.com/AphelionSafeHarborPolicy.pdf>. Moreover, all Aphelion employees receive training about the requirements of this Privacy Policy when they join the company, whenever this Privacy Policy is updated, and periodically throughout their employment. The COO also ensures that work for Aphelion’s clients is undertaken pursuant to retainer agreements that are consistent with this Privacy Policy and performed accordingly. Finally, the COO is responsible for ensuring that any personal information and personally sensitive information gathered by Aphelion is properly collected, stored, used, and processed and that the mechanisms by which personal information is gathered contain all required and appropriate notices. Any employee whom Aphelion determines is in violation of this Privacy Policy will be notified of such violation, counseled about the appropriate course of action which this Privacy Policy requires, and will be subject to disciplinary process, including an appropriate penalty up to and including termination.

SAFE HARBOR

Consistent with its commitment to protect personal privacy, Aphelion declares that it adheres to the *Safe Harbor Principles* embodied in the Safe Harbor Agreement concerning the transfer of personal data from the European Union to the United States of America. The United States Department of Commerce and the European Commission have agreed on the Safe Harbor Principles as they are articulated in a set of data protection principles and frequently asked questions as a means to enable U.S. companies to satisfy EU law requirements for adequate protection of personal information transferred from the EU to the United States. If there is a conflict between the provisions of this Privacy Policy and the Safe Harbor Principles, the Safe Harbor Principles will govern.

DEFINITIONS

The following definitions apply to all statements throughout this Privacy Policy.

"Personal information" means any information or set of information that is transferred from the EU to the United States, is recorded in any form, pertains to or is about any individual, and can be linked to or used to identify that individual. Personal information does not include information that is encoded, anonymized, or publicly available information that has not been combined with non-public personal information. Personal information does not include information that pertains to or is about a specific individual, but from which that individual could not reasonably be identified.

"Sensitive personal information" means personal information that reveals race, ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, or that concerns health or sex life. For purposes of this Privacy Policy, Aphelion will treat as sensitive personal information any information received from a third party where that third party treats and identifies the information as sensitive.

THE PRIVACY PRINCIPLES

Aphelion's operations and processing of personal information conform to the following Safe Harbor Privacy Principles as stated below under the heading of each principle.

Notice and Choice

To the extent permitted by the Safe Harbor Agreement, Aphelion reserves the right to process personal information in the course of providing professional services to Aphelion's clients and customers without the knowledge of individuals involved. If and when Aphelion collects personal information directly from individuals in the EU, Aphelion will inform them about the types of personal information it collects from them, the purposes for which Aphelion collects and

uses it, and the types of non-agent third parties to which Aphelion discloses that information. Aphelion will also inform those individuals about the choices and means, if any, that Aphelion offers to limit the use or disclosure of their information.

Disclosures and Transfers

Aphelion will not disclose an individual's personal information to third parties, except when one or more of the following conditions is true:

- Aphelion has the individual's permission to make the disclosure;
- The disclosure is required by law or professional standards;
- The disclosure is reasonably related to the sale or disposition of all or part of Aphelion's business;
- The information in question is publicly available;
- The disclosure is reasonably necessary for the establishment or defense of legal claims; or
- The disclosure is to another Aphelion entity or to persons or entities providing services on Aphelion's or the individual's behalf (each a "transferee"), consistent with the purpose for which the information was obtained, if the transferee, with respect to the information in question:
 - is subject to law providing an adequate level of privacy protection;
 - has agreed in writing to provide an adequate level of privacy protection; or
 - subscribes to the Safe Harbor Principles.

Permitted transfers of information, whether to third parties or within Aphelion, include the transfer of data from one jurisdiction to another, including transfers to and from the U.S. Because privacy laws vary from one jurisdiction to another, personal information may be transferred to a jurisdiction where the laws provide less or different protection than the jurisdiction in which the information originated.

Data Security

To prevent unauthorized access or disclosure, to maintain data accuracy, and to ensure the appropriate use and confidentiality of information, either for its own purposes or on behalf of its clients, customers and business partners, Aphelion has put in place and rigorously enforces appropriate physical, electronic, and managerial procedures to safeguard and secure the

information that Aphelion processes. However, Aphelion cannot guarantee the security of information on or transmitted via the Internet.

Data Integrity

Aphelion processes personal information only in ways compatible with the purpose for which it was collected or subsequently authorized by the individual. To the extent necessary for such purposes, Aphelion takes reasonable steps to make sure that personal information is accurate, complete, current, and otherwise reliable for its intended use.

Access and Correction

If an individual becomes aware that information Aphelion maintains about that individual is inaccurate, or if an individual would like to update or review that individual's information, the individual may contact Aphelion using the contact information below. In every case, Aphelion will take reasonable steps to permit individuals to correct, amend, or delete information that is demonstrated to be inaccurate. The individual seeking to amend such information will need to provide sufficient identifying information, such as name, address, birth date, and social security number. Aphelion may request additional identifying information as a security precaution. In addition, Aphelion may limit or deny access to personal information where providing such access would be unreasonably burdensome or expensive in the circumstances, or as otherwise permitted by the Safe Harbor Agreement. In some circumstances, Aphelion may charge a reasonable fee, where warranted, for access to personal information.

Enforcement and Dispute Resolution

Aphelion utilizes the self-assessment approach to assure its compliance with this Privacy Policy. Aphelion periodically verifies that this Privacy Policy is accurate, comprehensive for the information intended to be covered, prominently displayed, completely implemented, and in conformity with the Safe Harbor Principles. Aphelion encourages interested persons to raise any concerns about its implementation of this Privacy Policy using the contact information below. Aphelion will investigate and attempt to resolve complaints and disputes regarding use and disclosure of personal information in accordance with the principles contained in this Privacy Policy.

INTERNAL PROCESSES AND, IF NECESSARY, ARBITRATION

Any claim arising out of or relating to Aphelion's adherence to the EU Data Directive, or the breach thereof, that cannot be resolved through Aphelion's internal processes, will be settled by arbitration administered by the American Arbitration Association ("AAA") in accordance with its applicable commercial rules. Any arbitrator will be either an attorney or retired judge having significant and recognized experience with and knowledge of privacy issues and information technology. The arbitration panel should apply Texas law, without regard to its conflict of laws principles, as well as the Safe Harbor Enforcement Principles issued by the U.S. Department of

Commerce. In addition, the exclusive location for such arbitration will be Houston, Texas. All decisions of the arbitration panel will be final and binding on the parties, which waive any right to appeal the arbitration award further, to the extent an appeal may be lawfully waived.

Aphelion is also subject to the jurisdiction of the U.S. Federal Trade Commission.

CHANGES

Aphelion may change this Privacy Policy from time to time, consistent with the requirements of the Safe Harbor Principles or the United States Department of Commerce. Aphelion will post any revised privacy policy in its work places, train its employees about such changes and how to comply with them, and will publish any amended privacy policy on this Web site or a similar Web site that replaces this Web site.

INFORMATION SUBJECT TO OTHER POLICIES OR STANDARDS

Aphelion is committed to following the Safe Harbor Principles for all personal information within the scope of the Safe Harbor Agreement. Certain information, however, is subject to policies of Aphelion that may differ in some respects from the provisions of this Privacy Policy. Information subject to such additional policies includes information obtained from or relating to a client, customer or business partner or former client, customer or business partner that is subject to the terms of any privacy notice to or agreement with such client, customer or business partner, any engagement letter or letters with such client, customer or business partner, and applicable laws and professional standards.

CONTACT INFORMATION

Questions, complaints, and comments regarding Aphelion's Safe Harbor certification and this Privacy Policy, including any access requests, should be submitted to Aphelion by mail or e-mail at:

Aphelion Legal Solutions
Office of the Chief Operating Officer
Wesleyan Tower
24 E. Greenway Plaza
Suite 1110
Houston, Texas 77046

-OR-

info@aphelionlegal.com

December 12, 2009