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## 1. Limited License and Use

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## 2. Use of Your PeopleWeb User Name and Password

Upon registration, you were issued a User Name and Password which shall constitute your electronic signature ("Electronic Signature") for use in connection with this site. You authorize Peopledge to act upon any instructions or enter any information that may be provided pursuant to your Electronic Signature, acknowledging that your Electronic Signature is the legal equivalent to your written, signed instructions.

You agree that the web pages you access shall constitute written documents and that clicking or otherwise electronically activating "submit", "continue", "next", "ok" or any other similar icons on such pages according to on-line instructions shall have the same legal effect as if you signed and delivered hard copy versions of such documents to Peopledge.

You agree to be liable for all uses of your Electronic Signature and you acknowledge that Peopledge shall not be required to verify the actual identity or authority of any user of your Electronic Signature. You further agree to be liable for any loss caused as a result of or in connection with, any use or unauthorized use of your Electronic Signature, including any transaction performed, or information obtained through such use, even without your knowledge or consent.

You agree to take appropriate security measures to protect the confidentiality of your Electronic Signature and to guard against misuse of the site. You will notify the Client and Peopledge immediately if you know or suspect someone else knows your User Name and Password, or that there has been unauthorized use of your Electronic Signature.

You agree to change your initial Password immediately following login and from time to time, using the appropriate facility on this site. You further agree for security reasons not to have a Password associated with your date of birth, telephone number, address, social insurance number or anything else which could be easily guessed.

You agree not to leave computers unattended while connected to the site.

You may cancel your access to this site at any time by providing written notice to the Client and Peopleledge at least 10 days in advance of the effective date of cancellation or by calling Peopleledge's PeopleWeb Enrollment Team.

Peopleledge reserves the right to cancel your access to the site at any time.

### *General*

The laws of the Province of Ontario and the laws of Canada applicable therein shall govern these terms and conditions. You agree that any legal actions arising under this Agreement must be commenced in the courts of the Province of Ontario.

These terms and conditions are binding on you, your heirs, executors, administrators, legal representatives, successors and assigns.

If any provisions of these terms and conditions are determined to be invalid or unenforceable, all other provisions shall continue in full force and effect.

Nothing in this Agreement shall be construed to create the relationship of principal and agent between Peopleledge and you.

## **4. Privacy and Confidentiality**

You acknowledge that Peopleledge collects and uses personal information for purposes of payroll processing. Peopleledge is committed to respecting the privacy and confidentiality of information in accordance with its privacy guidelines (please see "Peopleledge's Privacy Guidelines"), and in accordance with applicable law. You agree to read and comply with the Peopleledge Privacy Guidelines in connection with your use of this site.

Peopleledge has established and will continue to maintain safeguards designed to protect security and confidentiality of personal information. PeopleWeb is a secure site. However, the Internet is not a medium where privacy and confidentiality can be guaranteed. Without limiting any other disclaimer herein, Peopleledge shall not be responsible or liable for any damages that you or any other person may suffer in connection with any such breach of privacy, confidentiality or security.

You agree to be liable for all uses of your User Name and Password, including unauthorized use without your consent and you acknowledge that Peopleledge shall not be responsible to confirm the actual identity or authority of any user. Instructions provided pursuant to such User Name and Password shall constitute sufficient authority to Peopleledge to execute any transactions directed there under.

You agree to notify Peopleledge immediately should the confidentiality of your User Name and Password be in jeopardy.

## **5. E-mail Security**

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