**McVane, Bellobuono, Kuzmak**

**Wiezalis & Bibisi, LLP**

**Privacy Protection Policy**

 ***(Update 8.15.2020)***

Pursuant to Connecticut General Statute § 42-471, an act concerning the confidentiality of Social Security numbers, it is the policy of MBKWB, LLP   to protect the confidentiality of, prohibit unlawful disclosure of and limit access to Social Security numbers and other personal information obtained and used in the normal course of business from its employees and clients.

"Personal information" is defined as information capable of being associated with a particular individual through one or more identifiers, including, but not limited to, a Social Security number, a driver's license number, a state identification card number, an account number, a credit or debit card number, a passport number, an alien registration number or a health insurance identification number. This does not include information publicly available information that is lawfully made available to the general public from federal, state or local government records or widely distributed media.

MBKWB, LLP will take reasonable measures to protect Social Security numbers and other personal information obtained and used in the normal course of business. Social Security numbers and other personal information may be disclosed as follows: the disclosure is necessary for a legitimate business purpose including, but not limited to, the use of the information in real estate, estate administration and litigation matters; comply with state and federal reporting requirements. Any unlawful disclosure of Social Security numbers and other personal information is prohibited.

The firm will ensure all necessary precautions are taken to protect the privacy of Social Security numbers and other personal information. Any firm employee or partner in violation of this Privacy Protection Policy will be subject to discipline up to and including termination of employment. Anyone who violates this Privacy Protection Policy is also subject to the civil penalties as set forth in Connecticut General Statute § 42-471.

If you have any questions regarding the Privacy Protection Policy please contact us at (860) 956-0043.