

# Proprietary Interest Disclosure Policy

## 1. Policy Statement

1.1. Individuals who participate in events or programs have the right to know of the proprietary interests an instructor may have in a product or service mentioned. ThinkReliability is required to disclose each instructor's proprietary interest in any product, instrument, device, service, or material discussed in the event, or program, as well as the source of any compensation related to the presentation. This information is conveyed to learners prior to the commencement of the learning event.

1.2. Neither ThinkReliability nor any ThinkReliability instructor has proprietary interest in any product, instrument, device, service, or material discussed during the learning event except those offered by ThinkReliability.

1.3. There is no third-party compensation related to the learning event or program.

1.4. ThinkReliability regularly reviews its compliance with this policy. Please direct any questions or concerns regarding this policy to our Policy Officer at [info@thinkreliability.com](mailto:info@thinkreliability.com).

## 2. Definitions

2.1. Third party refers to corporations other than ThinkReliability or clients participating in a learning event.

2.2. Compensation refers to financial or other benefits provided in return for services.

## 3. Violations of Policy

3.1. Any individual with a concern, grievance or complaint should contact the Policy Officer at [info@thinkreliability.com](mailto:info@thinkreliability.com).

## 4. Third Party Products and Services discussed during learning events

4.1. Microsoft, Excel, NetMeeting and Visio are registered trademarks of Microsoft Corporation.

4.2. Post-It Notes is a registered trademark of 3M Corporation.

4.3. Kinko's is a registered trademark of Kinko's FedEx Corporation.

4.4. WebEx is a registered trademark of WebEx Corporation.

This policy was last reviewed on February 19, 2014.