

## **Social Security Number Protection Policy**

This policy applies to: Ameritas Life Insurance Corp., Ameritas Life Insurance Corp. of New York, Ameritas Investment Company, LLC and Ameritas Investment Partners, Inc.

As a part of conducting business, Ameritas must collect, maintain and dispose of confidential information, including Social Security Numbers ("SSNs"), relating to customers, employees, beneficiaries and other individuals associated with policies or products. We are committed to the privacy and security of personal information. Therefore, to assist us in keeping with this commitment we implemented policies and procedures that were designed to protect individuals' SSNs from inappropriate access, use, disclosure and/or disposal. We only collect, use and disclose SSNs as necessary to issue and maintain policies, products and services and to comply with the law. We do not collect, access, use, disclose, maintain or dispose of SSNs in any manner that is inconsistent with the law. Access to SSNs is limited to those associates who need it in order to do their jobs. We require these associates to comply with our internal policies and procedures for the protection of social security numbers.

## Specifically, they:

- May not request disclosure of a SSN from an individual or seek to obtain or use the SSN of another person for any reason that is not directly related to fulfilling their duties for the Company.
- May not disclose the SSN of another person to unauthorized persons or entities.
- Must properly dispose of SSNs in accordance with Ameritas policy on destruction of sensitive, confidential or personal information.
- Must report promptly to their supervisor any violations of this policy of which they become aware.
- Must observe all established administrative, technical, and physical safeguards in order to protect
  the confidentiality of such records, including, but not limited to, clean desk policies and computer
  password protected screensaver policies.

Persons responsible for breaching the privacy of another person by improperly accessing or obtaining, using or disclosing such SSN are subject to discipline and/or termination.

If you have any questions or concerns you may contact us at:

Ameritas Privacy Office, P.O. Box 81889 Lincoln, NE 68501-1889 888-284-7844 privacy@ameritas.com

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