

Privacy Policy: Panzix HR AI Workforce

Effective Date: May 3, 2026

Last Updated: April 29, 2026

This Privacy Policy describes how Panzix Global HR Solutions, LLC ("Panzix," "we," "us," or "our") collects, uses, discloses, and protects the personal and professional information of users ("you" or "Customer") of the Panzix HR AI Workforce platform (the "Platform").

As an HR consulting firm, Panzix is committed to the highest standards of professionalism and data integrity. This Policy is designed to comply with applicable data protection laws, including the California Consumer Privacy Act (CCPA) and other relevant federal and state regulations, specifically tailored to the unique processing activities of our autonomous AI workforce agents.

1. Definitions

- **Panzix HR AI Workforce:** The suite of autonomous AI agents (including but not limited to Kathy, Sophie, John, Omar, Priya, Mario, Linda, Alex, Felix, Jasmine, and Megan) designed to automate HR operations.
 - **Customer Data:** Any information, including documents, payroll records, and employee PII, uploaded or provided to the Platform by the Customer.
 - **PII (Personally Identifiable Information):** Information that identifies, relates to, or could reasonably be linked to an individual employee or user.
 - **RAG (Retrieval-Augmented Generation):** The process by which the AI agents utilize Customer-uploaded policies and handbooks to provide contextually relevant outputs.
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2. Information We Collect

We collect information necessary to provide the AI HR services, including employee PII, payroll data, and company policy documents:

- **Account Information:** Name, business email, billing address, and payment credentials.
 - **Customer-Provided HR Data:** Employee PII, employee records, job descriptions, compensation structures, benefits eligibility information, and payroll data provided for processing.
 - **Uploaded Documentation:** Company handbooks, internal policies, company policy documents, and compliance documents used for RAG-enhanced context.
 - **Usage Metadata:** Interaction logs with AI agents, task completion metrics, and performance analytics.
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3. How We Use Your Information

Panzix utilizes your information to:

- Deploy and maintain the 11 specialized AI agents for your organization.
 - Automate payroll processing, talent sourcing, and compliance auditing.
 - Facilitate inter-agent collaboration to provide cross-functional HR insights.
 - Generate professional HR documents (Word/PDF) on demand.
 - Improve Platform performance through anonymized usage analytics.
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4. AI Processing and Data Siloing

RAG-Enhanced Context & Data Siloing: Any company policies or handbooks uploaded for Retrieval-Augmented Generation (RAG) are stored in encrypted, siloed environments unique to your account.

Model Training: Panzix Global HR Solutions, LLC does **not** use Customer-uploaded RAG documents or sensitive employee data to train global AI models.

Autonomous Interaction: When AI agents "consult" each other (e.g., the Compliance Analyst agent reviewing an offer letter drafted by the Talent Sourcer agent), data remains within our encrypted environment and is subject to the same strict access controls.

5. Data Security and PII Masking

We implement enterprise-grade security measures to protect your data, including:

- **PII Masking:** The Service utilizes PII masking during inter-agent consultations. We maintain audit logs and Role-Based Access Control (RBAC) to ensure only authorized users can access sensitive HR data.
 - **Encryption:** Data is encrypted at rest and in transit using industry-standard protocols.
 - **SOC2:** We are committed to maintaining SOC2-ready security standards.
 - **Role-Based Access Control (RBAC):** Customers may define specific permissions for which human users can view or edit data processed by the AI Workforce.
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6. Data Sharing and Disclosure

Panzix does not sell your data to third parties. We may disclose information only in the following circumstances:

- **Subprocessors:** To cloud hosting providers (e.g., AWS or Azure) and AI infrastructure partners necessary to run the Platform, subject to strict Data Processing Agreements (DPAs).
 - **Professional Advisers:** When necessary for Panzix's own legal, accounting, or compliance requirements.
 - **Legal Necessity:** If required by a valid subpoena, court order, or government regulation.
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7. Data Retention

Customer data is retained only for the duration of the active subscription plus 90 days, unless a longer period is required by law or requested for Enterprise compliance.

8. Your Rights and Choices

Under the Massachusetts Data Privacy laws and applicable federal regulations, you have the right to access, correct, or request deletion of the personal data processed by our AI Workforce.

- **Access and Portability:** Request a copy of the data processed by the AI agents.
 - **Correction:** Update inaccurate HR records or policies.
 - **Deletion:** Request the permanent removal of specific employee records or documents.
 - **Opt-out of Analytics:** Limit the use of anonymized usage data for platform improvements.
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9. Changes to This Policy

Panzix Global HR Solutions, LLC reserves the right to modify this Privacy Policy at any time. Significant changes will be communicated via the Platform dashboard or to the primary account email at least 15 days prior to taking effect.

10. Contact Information

For inquiries regarding this Privacy Policy or to exercise your data rights, please contact the Panzix Compliance Team:

Panzix Global HR Solutions, LLC

Website: panzix.com

Platform: panzixworkforce.ai

Email: info@panzix.com