



1290 WORLD LLC | TWELVE NINETY CONNECTIONS

TNC Recording & Transcription Notice

Version 1.3

Document ID: TNC-RECORDING-TRANSCRIPTION-2026-08-23-002
Entity: 1290 World LLC, acting through 1290 World Connections and publicly known as Twelve Ninety Connections ("TNC")
Audience: Participants in communications, meetings, interviews, events, sessions, and support interactions that may be recorded or transcribed
Effective Date: The date this version is accepted for a new account.
Prior versions: This version applies to new acceptances. Earlier accepted versions, signed copies, decisions, and receipts remain valid and retrievable.

1. PURPOSE, SCOPE, AND INCORPORATION

This TNC Recording & Transcription Notice ("Recording Notice") explains when and how TNC may record or transcribe an authorized call, video meeting, interview, support interaction, Room, Table, Event, session, or other communication.

This Notice supplements the TNC Ecosystem Participation Terms & Conditions, Privacy Notice, Communications Notice, Experience Participation Terms, Public & Commercial Participation Terms, applicable Network terms, and interaction-specific notice or consent.

The Integrated TNC Platform is the single end-to-end TNC-controlled system through which public and authenticated interactions are delivered and administered. The Website, public pages, forms, T.E.A., and authenticated portal interfaces are its public-facing frontend. The governed private CRM backend is its administrative, workflow, record, permission, audit, and command surface. The two surfaces are not separate providers or separate participant relationships. A person receives only the access authorized for that person; public interaction never grants backend access.

2. NO DEFAULT RECORDING

TNC does not represent that every interaction is recorded or transcribed. An interaction may be unrecorded, recorded, transcribed, summarized without recording, or subject to another approved state.

A meeting link, microphone, camera, chat, caption, note, transcript button, T.E.A. presence, calendar invitation, or participant attendance does not by itself authorize recording or transcription.

3. DEFINITIONS

"Recording" includes audio, video, screen, image, chat, presentation, whiteboard, or other captured content from an interaction.

"Transcription" includes machine-generated or human-generated text derived from audio, video, chat, or another communication.

"Summary" means notes, action items, or analysis derived from an interaction and may exist without preserving a full recording or verbatim transcript.

"Just-in-Time Notice" means a notice provided at or immediately before the interaction that identifies the recording state, purpose, responsible party, and material choices.

4. JUST-IN-TIME NOTICE AND CONSENT

Before recording or transcription begins, TNC must provide the notice and obtain the consent or other lawful authority required for the participants, communication, technology, purpose, location, and jurisdiction.

The notice should identify: the responsible recorder; whether audio, video, screen, chat, captions, or transcription is involved; the purpose; expected use; access; retention; provider involvement; whether T.E.A. or other technology will process the content; and how a person may decline or request an alternative.



Consent must be affirmative where required. Silence, attendance, a calendar invitation, a general account term, an unrelated payment, or a prior consent for another purpose must not be treated as consent when law requires more.

5. JURISDICTION AND PARTICIPANT LOCATION

Federal law permits interception with the consent of a party in certain circumstances, but state and other jurisdictional laws may require consent from all parties or impose additional notice, privacy, employment, biometric, or evidentiary requirements.

TNC should identify the reasonably known locations of participants and apply the strictest consent rule reasonably required for the interaction. If TNC cannot determine or satisfy the applicable requirement, recording or transcription must remain off or the interaction must use an approved alternative.

A Participant must not misstate location or invite an undisclosed person in a way that defeats a required consent process.

6. PARTICIPANTS, LATE JOINERS, AND CHANGED CIRCUMSTANCES

Every participant whose consent or notice is required must receive the applicable information. A late joiner, transferred caller, new Room member, interpreter, support person, or added provider may require renewed notice or consent.

If the purpose, participant list, technology, recording type, audience, or intended use materially changes, TNC must stop and obtain any required renewed notice or consent before continuing.

7. PERMITTED PURPOSES

Authorized purposes may include:

- creating agreed notes, summaries, action items, transcripts, or meeting records;
- recruiting administration, interviews, references, Client or Candidate coordination, onboarding, and quality assurance;
- service delivery, consultation, support, training, accessibility, captions, interpretation, and participant-requested records;
- community, Room, Table, Circle, Event, introduction, relationship, moderation, safety, or dispute administration;
- legal, compliance, security, fraud, incident, audit, evidence, and record-retention purposes; and
- another purpose expressly identified in the interaction-specific notice and supported by the required authority.

A recording or transcript must not be reused for an unrelated materially incompatible purpose without the notice, consent, agreement, or other lawful basis required for that use.

8. AUDIO, VIDEO, SCREEN, CHAT, AND CAPTIONS

The interaction-specific notice must identify the capture types that apply. Permission to record audio does not automatically authorize video, screen content, chat, private messages, files, whiteboards, biometric analysis, or public streaming.

Live captions or accessibility transcription may involve temporary or retained processing. TNC should disclose whether captions are retained and should minimize capture of unrelated private content.

Participants should close unrelated applications, notifications, documents, and private messages before screen sharing.

9. T.E.A. AND TECHNOLOGY-ASSISTED PROCESSING

T.E.A. and other approved tools may generate transcripts, summaries, action items, classifications, follow-up suggestions, or searchable records when authorized.

Technology-assisted output may be incomplete, inaccurate, misattributed, or missing context. A transcript or summary is not a verified fact, agreement, admission, final decision, or exact quotation unless reviewed and adopted through the required process.

T.E.A. may not start recording, expand the audience, publish content, accept consent for a person, or take a consequential action without the required authority.



10. PRIVATE ROOMS, COMMUNITY, AND INTRODUCTIONS

A private Room, Circle, Table, introduction, Secure Conversation, or confidential meeting is not recordable merely because it occurs through the integrated platform.

The Host must state the recording state and confidentiality level. A Participant must not use an external device, screen recorder, bot, meeting assistant, transcription service, or other tool to secretly record or transcribe a private TNC interaction.

11. EVENTS, PHOTOGRAPHY, LIVESTREAMING, AND PUBLICITY

Event audio or video capture, photography, livestreaming, press access, and attendee media may be governed by the Experience Terms and an Event-specific notice.

Recording consent is not permission to use a person's name, image, likeness, voice, quote, testimonial, story, organization, or attendance publicly or commercially. Publicity requires the applicable authorization.

12. ACCESS AND DISCLOSURE

Recordings and transcripts may be accessed only by persons and providers whose role, purpose, Relationship Chapter, matter, confidentiality, and current permission require access.

TNC may disclose a recording or transcript to participants, Clients, Candidates, Partners, service customers, organization users, advisers, insurers, regulators, courts, law enforcement, or other persons only as permitted by the applicable purpose, agreement, consent, confidentiality, legal requirement, and access controls.

A participant list or shared meeting does not make the recording available to every participant or organization.

13. STORAGE, SECURITY, AND PROVIDERS

TNC may use approved meeting, communications, transcription, storage, security, document, or analytics providers. Provider access must be limited by contract, purpose, permissions, retention, deletion, confidentiality, and security requirements.

Recordings and transcripts should be protected using access controls, authentication, encryption in transit and at rest where supported, logging, secure sharing, backup, and incident-response procedures appropriate to the risk.

A provider feature being available does not mean it is approved or active.

14. RETENTION, DELETION, AND LEGAL HOLD

TNC retains recordings, transcripts, captions, summaries, and related metadata only as reasonably necessary for the disclosed purpose, relationship, agreement, consent, quality, security, dispute, legal hold, limitation period, or other lawful requirement.

The applicable retention schedule should identify the category, purpose, access, ordinary retention, deletion method, backup handling, provider deletion, and legal-hold exception.

A valid withdrawal or deletion request is generally prospective and does not require deletion where TNC is legally permitted or required to preserve the record. TNC may retain a minimal consent, decline, or suppression record to honor the person's choice.

15. DECLINING OR WITHDRAWING

A person may decline recording or transcription before it begins. TNC may offer an unrecorded call, written exchange, manual notes, alternative representative, or another reasonable method when available.

If recording is essential to the identified Experience or service, TNC must disclose that condition before participation or payment where reasonably possible. Declining may prevent participation in the recorded portion but must not be misrepresented as consent or used to retaliate.

Withdrawal after recording begins applies prospectively. TNC should stop the recording when feasible and document the time and scope. Prior lawful capture and required records may remain.



16. TRANSCRIPT CORRECTION AND DISPUTES

A Participant may report a material transcription error, speaker misattribution, missing context, access issue, or unauthorized use. TNC should preserve the original source where necessary, flag the dispute, correct or annotate the working record, and avoid silently overwriting evidentiary history.

A transcript is not automatically authoritative over the recording, other evidence, or the Participant's timely correction.

17. CONFIDENTIAL, PRIVILEGED, AND SENSITIVE INFORMATION

Participants should avoid unnecessary confidential, privileged, regulated, credential, financial, health, biometric, or other Sensitive Information in a recorded interaction.

The presence of a lawyer, adviser, Client, Candidate, executive, or private relationship does not automatically create privilege or authorize recording. Privilege, confidentiality, and professional obligations depend on applicable law and facts.

TNC may pause or refuse recording when sensitive content, unclear authority, or legal risk cannot be reasonably controlled.

18. MINORS AND VULNERABLE PARTICIPANTS

Recording a minor requires an approved age-appropriate process and the parent, guardian, or other authorization required by law, plus the minor's assent where appropriate.

TNC should apply heightened care to safety, dignity, accessibility, exploitation, public exposure, retention, and future use.

19. PARTICIPANT RECORDING AND DISTRIBUTION

A Participant may record or distribute an interaction only with the consent, authority, and notice required by law, these Terms, the Host, the confidentiality state, and the rights of other participants.

Unauthorized recording, posting, excerpting, editing, selling, model training, surveillance, harassment, public shaming, or distribution of a private interaction is prohibited.

20. REQUIRED RECORD AND RECEIPT

A recording or transcription record should preserve, as applicable:

- interaction ID, date, time, time zone, purpose, channel, Host, and responsible recorder;
- participants and reasonably known locations;
- recording types, technology, provider, audience, access, and retention category;
- notice text, version, delivery method, consent or other lawful authority, decline, withdrawal, and reconsent;
- start, pause, stop, late-joiner, purpose-change, and participant-change events;
- source file, transcript, summary, correction, access, disclosure, deletion, legal hold, and incident history; and
- separate publicity or commercial-use authorization, if any.

A recording indicator or provider icon without a durable notice and consent record is not sufficient evidence where the law or controlling instrument requires more.

21. LEGAL REQUESTS AND PROTECTED REPORTING

TNC may preserve or disclose recordings and transcripts when required or permitted by law, court order, subpoena, regulatory request, safety duty, legal hold, or enforcement need, subject to applicable objections, confidentiality, and notice restrictions.

Nothing in this Notice prohibits protected reporting to a regulator or law-enforcement agency, seeking legal advice, reporting suspected unlawful conduct, or exercising another nonwaivable right.



22. CHANGES AND GOVERNING LAW

Material changes require versioning and notice or reconsent where required. Prior consent, decline, withdrawal, source files, accepted copies, and receipts remain preserved.

This Notice is intended to operate consistently with 18 U.S.C. 2511 and applicable federal, state, local, and international recording, wiretap, privacy, employment, biometric, and evidence law. TNC will use jurisdiction-specific notices or disable recording where necessary.

Kansas law governs unless a controlling instrument or mandatory law lawfully provides otherwise. Exclusive venue lies in the state or federal courts serving Sedgwick County, Kansas.

CONTACT

Questions or requests may be submitted through the applicable authenticated portal or to tsullivan@1290worldconnections.com. Office: (316) 365-5546. Direct: (316) 374-4159.

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