

The Federal Executive Readiness Suite Terms of Service

Effective Date: May 20, 2026

Welcome to the Federal Executive Readiness Suite (“Platform,” “Service,” “we,” “our,” or “us”). By accessing or using this Platform, you agree to these Terms of Service (“Terms”). If you do not agree to these Terms, do not use the Platform.

1. Platform Purpose

The Federal Executive Readiness Suite provides executive leadership development, executive readiness analysis, interview preparation, portfolio development, narrative generation, career-positioning tools, and related professional development resources designed primarily for federal and public-sector leadership environments.

The Platform is intended for lawful professional development and career readiness purposes only.

2. Eligibility

You must be at least 18 years old and legally capable of entering into binding agreements to use this Platform.

By using the Platform, you represent that:

- the information you provide is accurate;
- you have authority to save, submit, or upload submitted materials;
- your use complies with applicable laws, regulations, agency policies, and contractual obligations.

3. User Accounts

Users are responsible for maintaining the confidentiality of account credentials and for all activity occurring under their account.

You agree to notify us promptly of any unauthorized access or suspected security breach involving your account.

We reserve the right to suspend or terminate accounts that violate these Terms or create security, legal, or operational risks.

4. Acceptable Use

You agree to use the Platform only for lawful and authorized purposes.

You may not:

- save, submit, or upload classified information;
- save, submit, or upload export-controlled information;
- save, submit, or upload information restricted by law, regulation, agency policy, or contractual obligation;
- impersonate another person or organization;
- attempt unauthorized access to the Platform or its infrastructure;
- interfere with Platform security or operations;
- distribute malicious code or harmful content;
- use the Platform for unlawful discrimination, harassment, or fraud;
- reproduce or commercially exploit Platform content without authorization.

5. Intellectual Property Rights

The Federal Executive Readiness Suite, including its branding, workflows, software architecture, prompts, simulations, methodologies, scoring systems, visual designs, analytics structures, assessment models, and related content, constitutes proprietary intellectual property owned by the Platform owner and protected under applicable intellectual property laws.

Except for limited authorized personal use, users may not:

- copy;
- reproduce;
- reverse engineer;
- republish;
- commercially distribute;
- create derivative products from;
- train external AI systems on;
- systematically extract or harvest data from

the Platform or its proprietary methods without express written permission.

6. User Content

Users retain ownership of the original materials they save, submit, or upload to the Platform, including resumes, narratives, portfolio materials, leadership examples, and supporting documentation.

By saving, submitting, or uploading content, you grant the Platform a limited license to process, analyze, store, display, and generate outputs necessary to operate the Services.

You represent that:

- you own or have authorization to use saved, submitted, or uploaded materials;
- saved, submitted, or uploaded content does not violate applicable law or third-party rights;
- saved, submitted, or uploaded content does not contain prohibited sensitive information.

7. AI-Generated Content and Professional Judgment

The Platform may generate recommendations, analyses, summaries, positioning suggestions, readiness assessments, or narrative content using automated technologies and artificial intelligence tools.

Outputs are provided for informational and developmental purposes only.

The Platform:

- does not guarantee hiring outcomes, promotions, SES selection, interview performance, or career advancement;
- does not provide legal advice;
- does not provide official federal personnel guidance;
- does not replace professional judgment, agency guidance, or legal counsel.

Users are responsible for independently reviewing and validating all generated outputs before use.

8. Data Privacy and Security

Your use of the Platform is also governed by our Privacy Policy and related Data Protection materials.

While we use commercially reasonable safeguards designed to support secure operation of the Platform, no system can guarantee absolute security.

Users remain responsible for exercising sound judgment regarding saved, submitted, or uploaded information.

9. Subscription Services and Payments

Certain features may require paid subscriptions or premium access.

Subscription pricing, billing intervals, renewal terms, and included features may change over time.

Unless otherwise stated:

- subscriptions renew automatically until canceled;
- users may cancel future renewals at any time;
- fees already paid are generally non-refundable.

Payment processing services are provided by third-party payment providers.

10. Platform Availability

We may modify, suspend, discontinue, or update any feature, workflow, or portion of the Platform at any time without liability.

We do not guarantee uninterrupted or error-free operation.

11. Disclaimer of Warranties

The Platform and all related services are provided “as is” and “as available” without warranties of any kind, express or implied.

We disclaim all warranties including:

- merchantability;
- fitness for a particular purpose;
- non-infringement;
- uninterrupted availability;
- accuracy or completeness of outputs.

12. Limitation of Liability

To the maximum extent permitted by law, the Platform owner shall not be liable for:

- indirect damages;
- incidental damages;
- consequential damages;
- loss of data;
- career-related decisions;
- employment outcomes;
- reputational harm;
- business interruption;
- lost profits arising from use of the Platform.

Total liability shall not exceed the amount paid by the user for Platform access during the twelve months preceding the claim.

13. Indemnification

You agree to indemnify and hold harmless the Platform owner and affiliates from claims, liabilities, damages, costs, and expenses arising from:

- your use of the Platform;
- your saved, submitted, or uploaded materials;
- violation of these Terms;
- violation of applicable laws or third-party rights.

14. Termination

We reserve the right to suspend or terminate access to the Platform at any time for violations of these Terms, security concerns, unlawful activity, or operational necessity.

Upon termination, provisions relating to intellectual property, liability limitations, indemnification, and dispute resolution shall survive.

15. Governing Law

These Terms shall be governed by and interpreted under the laws of the State of Texas, without regard to conflict-of-law principles.

16. Changes to These Terms

We may update these Terms periodically. Continued use of the Platform after updates constitutes acceptance of the revised Terms.

17. Contact Information

Questions regarding these Terms may be directed to:

Federal Executive Readiness Suite
info@readinesssuite.com

