

# Duchesne County Privacy Statement

## General

Duchesne County respects the privacy of every individual who visits our websites. This Privacy Statement outlines the information Duchesne County will collect and how Duchesne County will use that information.

## Personally Identifiable Information

When you visit Duchesne County websites, we will not collect any personally identifiable information about you (such as your name, address, telephone number, social security number, or e-mail address) unless you provide it to us voluntarily.

Duchesne County may request personally identifiable information from you in order to provide the requested service. Once collected the information may be stored electronically indefinitely.

**Should you wish to not provide any Personally Identifiable Information you may utilize the services by using the appropriate non-electronic means.**

The information collected may include, but is not limited to:

- First and Last names
- Physical address
- Email address
- Telephone number
- Bank account information
- Social Security Number
- Parcel Number
- Birth Date
- Origin of Birth

## Use of Personally Identifiable Information

**All of these matters and other information may be lawfully classified as Private or Controlled in accordance with the Government Records Access and Management Act (GRAMA).** Duchesne County may store and process your personally identifiable information to better understand your needs and how we may improve our electronic services and we may use your personally identifiable information to contact you if requested by you (for example, we may send you a questionnaire or we may respond to your comments or requests for information).

Duchesne County will not give your personally identifiable information to any outside organization unless required by law.

## Non-Personally Identifiable Information

Duchesne County may collect information about you that is not personally identifiable. Examples of this type of information include IP address, time of visit, the type of internet browser or computer operating system you are using, and the domain name of the website from which you linked to our sites. Duchesne County uses this information to help diagnose problems with our server and to administer our website. We also use it to gather broad demographic information about our users in general. This information does not contain anything that can identify users personally.

Additionally, Duchesne County may store some information on your computer. This information will be in the form of a "cookie". Most internet browsers enable you to erase cookies from your computer hard drive, block all cookies, or receive a warning before a cookie is stored. Please refer to your browser instructions or help screen to learn more about these functions.

Duchesne County will not attempt to tie any personally identifiable information on individual users to non-personally identifiable information.

## Security

Duchesne County is committed to keeping secure the data you provide us and will take reasonable precautions to protect your personally identifiable information from loss, misuse, or alteration. Duchesne County employs industry standards in securing this information.

## Non-Duchesne County websites

Duchesne County links to various non-Duchesne County websites. Duchesne County is not responsible for the content or the privacy policies of websites to which it may provide links.

Duchesne County recommends that visitors to non-County sites check the privacy statements of these sites and be cautious about providing personally identifiable information without a clear understanding of how the information will be used.

Visitors may also wish to consult privacy guidelines such as those recommended by the Online Privacy Alliance.

## Contacting Us Regarding Your Personally Identifiable Information

If you have submitted personally identifiable information through a Duchesne County website or someone else has submitted your personally identifiable information through a Duchesne County website, and you would like to have that information corrected or deleted from our databases, please contact the appropriate Department.

Duchesne County  
Department for Request  
734 N Center Street  
Duchesne, Utah 84021