



## **Privacy Policy Statement**

The Town of Bicknell understands the importance and sensitivity of your personal information, and we have security in place to protect it. Access to your information is limited to those who need it to perform assigned tasks. We restrict access to work areas and use security measures and password-protected computer systems to keep your personal information secure. We follow federal and state laws that govern the use of your personal information. We use your information in written, oral, and electronic formats (and allow others to use it) only as permitted by federal and state laws. These laws give you certain rights regarding your personal information. The purpose of this policy is to inform users of the Town of Bicknell website regarding the collection and use of personally identifiable information. For the purposes of this policy "personally identifiable information" means any information relating to an identified or identifiable individual who is the subject of the information.

In detail: This Privacy Policy Statement (the "Statement") is provided by Bicknell Town ("we," "us," or "our") in compliance with Utah Code Section 63D-2-103. We are committed to protecting your privacy. This Statement explains how we handle your information when you visit this webpage. We want you to understand how your data may be collected, used, and secured.

### **Who We Are and How to Reach Us:**

We operate this governmental website through the website service provider, Weebly. If you have any questions or concerns, please reach out to us at (435) 425-2215.

### **What Information We Collect:**

Although you are not required to provide personal information to visit this website, any personally identifiable information, including email, first and last name, physical address, telephone number, etc., that the Town may have requested from you, or that you have provided to us via the website, is handled as it would be on an in-person visit to the Town's offices. Your personally identifiable information will only be used by the Town, its entities, and third party agents with whom it has contracted to perform a Town function or service. The Town, however, is subject to certain disclosure requirements of the public records it maintains under the Utah

“Government Records Access and Management Act” (GRAMA). The Town may also be subject to other sections of the Utah Code and other federal laws that control confidentiality issues.

Visitors to the Town website do not have to routinely provide personal information to visit the website or to download information. Government agencies may request personally identifiable information from you to provide requested specialized services, but such information is handled as it would be if obtained during an in-person visit to a government office.

We do not collect any personal information from a visitor to our site unless that visitor explicitly and intentionally provides it. Under no circumstances do we collect any personal data revealing political opinions, religious or philosophical beliefs, health status, or sexual orientation. If you are simply browsing our site, we do not gather any personal information about you.

### **Collection of Other Information:**

Like most sites you visit, this website may automatically collect standard statistical information. This information includes data such as your IP address, browser type, pages accessed, and duration of visit. This information may be used for qualitative and quantitative research to improve this website.

### **How We Use Your Information:**

We use your personally identifiable information to inform you of other products or services available from Bicknell Town and its affiliates. In essence, Bicknell Town collects and uses your personal information to operate the Bicknell Town website and deliver the services you have requested.

### **Disclosure Practices:**

We care about your privacy. We only share your information when necessary. Here’s how we handle disclosures: Bicknell Town secures your personal information from unauthorized access, use or disclosure. Bicknell Town uses Weebly for its website services. Through this provider and offered services, we secure the personally identifiable information you provide on computer servers in a controlled, secure environment, protected from unauthorized access, use or disclosure.

### **Access and Corrections:**

You have the right to access and correct your information. You can contact Town staff at (435) 425-2215 for more information.

### **Keeping Your Information Secure:**

The Town is committed to data security of personally identifiable information that is either available from or collected by this website or other partner websites. The Town has taken reasonable precautions to protect personally identifiable information, not subject to disclosure by applicable law, from loss, misuse or alteration. However, data transmissions over the internet cannot be guaranteed to be 100% secure. The Town does not disclose, sell, trade, or rent your personally identifiable information to outside parties. By submitting personally identifiable information or using this website including any services you understand that the Town, its entities, or its third party agents may use information like your email to send you information or other important notices and you agree that the Town is not liable for any inadvertent disclosure of information including personally identifiable information.

### **Non-City Websites:**

This website may include links to other Town, government, and private-sector websites. These other websites may have their own privacy policy that is different from this Website's privacy policy. You are advised to read the privacy policy of these other websites before providing any personally identifiable information.

### **Note on Records Classification**

Personally identifiable information is not classification of records under Utah Code Section 63G, Chapter 2, Government Records Access and Management Act. Access to government records is governed by Utah Code Section 63G, Chapter 2, Government Records Access and Management Act.