

Policy No. ADM.73

Internet Privacy

Date Approved: January 12th, 2023

Supersedes:

Amended:

Department: Administration

Review Date: January 12th, 2023

Rescinds:

Council Resolution No: 008.01.09.23

Related Procedure: EGov Exchange



The Municipal District of Spirit River No.133 Policy Manual

Policy Statement:

The Municipal District of Spirit River No.133 is committed to providing security standards to ensure that privacy and confidentiality of an individual's personal information is maintained.

Definitions:

"FOIP" means; Freedom of Information and Protection of Privacy Act, R.S.A. 2000 Ch. F-25.

"Users" means the person registering an account on EGov is the "User" and they will have access to the information that is provided on EGov.

Procedure:

The Director of Corporate Services; Will review and revise this policy as necessary.

Guidelines:

All personal information is managed according to the Freedom of Information and Protection of Privacy Act. This means that:

- Users will be informed, at the point of collection, that their personal information is being collected and the purpose for which it is being collected.
- Users have a right of access to your information
- Users have control over how the Municipal District of Spirit River obtains, uses, and discloses their personal information.
- All uses of information are subject to you not having refused or withdrawn consent unless disclosure is made for legal purposes.

The Municipal District of Spirit River automatically gathers and stores certain information about every user's visit. This information does not identify the user personally nor does it track or record

information about individuals and their visits, The Municipal District of Spirit River collects the information to help us make the site more useful to visitors, to learn about the number of visitors to the website and the types of technology being utilized.

- Only the following information is collected and stored from a visit:

The Internet domain and Internet Protocol (IP) address from which the user accesses the Municipality's website.