

# Privacy Policy Statement for Hooper City Websites

**Version 3.0, March 2024**

Based off of the Privacy Policy Statement for State of Utah Websites (Version 3.2, September 2010)

## Purpose

The City of Hooper, Utah (Hooper) is committed to protecting the privacy of those accessing its websites. The purpose of this policy is to inform those accessing Hooper websites about the collection and use of personally identifiable information of its users.

## Scope

This privacy policy statement applies to all Hooper Websites.

## Definition of Personally Identifiable Information

For the purposes of this policy "personally identifiable information" means any information collected online that could serve to identify an individual, such as:

- First and last name
- Physical address
- Email address
- Telephone number
- Social Security number
- Credit card information
- Account Number
- Bank account information
- Any combination of personal information that could be used to determine identity

## Collection of Information

The following information may be automatically collected and retained if you look or search through our web pages, or download information:

The Internet domain and Internet Protocol (IP) address of the computer you are using to access our site;

The type of browser and operating system used to visit our site;

The date and time of when you access our site; and

Which portions of the website you visit.

The data collected serve as part of our statistical analysis about the use of our websites so we may better design online services and improve access to them. We do not attempt to gain personally identifiable information about individual users and associate it with IP addresses. Hooper does not use the information automatically collected to ascertain your personally identifiable information. Hooper may detect user IP addresses for providing location-based user information and services. Hooper does not maintain or collect user IP addresses or disclose such addresses to any third parties.

Except where specified, you do not have to provide personally identifiable information to visit or download information from a Hooper Website. Unless you choose to make your personally identifiable information available to us, Hooper not collect such information from you. Hooper does not use or place spyware on your computer. Be aware that government agencies may request personally identifiable information from you in order to perform requested specialized services.

## Personally identifiable information provided by you

Email or other information requests sent to a Hooper website may be saved and used to respond to the request, forward the request to the appropriate agency, communicate updates to the Hooper site that may be of interest to citizens, or provide the Hooper web designer with valuable customer feedback to assist in improving the website.

Any personally identifiable information an individual provides to a Hooper site will be used solely by Hooper, its entities, and third party agents with whom it has contracted to perform a city function on its behalf, unless the information is designated as public record by an individual State agency as authorized under Title 63, Chapter 2, 302, 303, 304 of the Utah Code , entitled "Government Records Access and Management Act" (GRAMA), and the Hooper website provides conspicuous notice that such information is subject to public access.

## Collection and Use of Information - Children's Personally Identifiable Information

Except as otherwise permitted by law, Hooper does not knowingly collect and use or disclose the personally identifiable information of a child under the age of 13.

## Personally Identifiable Information Available from Governmental Websites

Information collected is subject to the access and confidentiality provisions of GRAMA and other applicable sections of the Utah Code, federal regulations, and federal law. Consequently, certain communications may be subject to public disclosure. However, in these instances you will be notified on the agency website under the conditions described below in " Hooper Privacy Policies and How They Relate to This Policy."

All records that are prepared, owned, received, or retained by a governmental entity that may be reproduced by certain means are considered public, unless they are private, controlled or protected as outlined in Sections 63-2-302, 63-2-303, and 63-2-304 of the Utah Code, or are records to which access is restricted according to court rule, other State law, federal law, or federal regulation.

Information that is generally considered public record under GRAMA - and not made confidential elsewhere in the Utah Code or by federal law - may be subject to electronic access through Hooper websites.

## Data Security and Quality

Hooper is committed to data security and the data integrity of personally identifiable information available from or collected by Hooper websites. Hooper has taken precautions to protect personally identifiable information from loss, misuse, or alteration. Any authorized third parties responsible for

this information are committed to the same principles and are required by contract to follow the same policies and guidelines as Layton in protecting this information. Visitors should be aware, however, that even though protections are in place, Layton cannot guarantee against the occurrence of hardware failure, unauthorized intrusion, or other technical problems.

Unless otherwise prohibited by State law, federal law, or federal regulation, an individual may access and correct personally identifiable information whether or not the inaccuracy was created by accident, unauthorized access, or a change in circumstances. Hooper also reserves the right to use any legally appropriate measures to prevent, monitor, and investigate any attempt to deface, delete or otherwise tamper with or abuse a Hooper website, server, database, information system or other Hooper technology asset.

## Hooper Privacy Policies and How They Relate to This Policy

A privacy policy issued by a Hooper for its website may provide additional detail to, but not conflict with, this privacy policy, except as required by an applicable State law, federal law, or federal regulation. Any Hooper agency or organization who collects or uses personally identifiable information in a manner inconsistent with this policy as a result of an applicable State law, federal law, or federal regulation, will adopt and issue a privacy policy of its own. The privacy policy it issues shall describe how its collection and use of personally identifiable information differs from Hooper's practices as set forth in this policy. The agency's privacy policy will be conspicuously posted for your review. The privacy policy issued by the agency or organization will apply to its own website. In addition to this policy, we also recommend that you refer to the applicable agency privacy policy to obtain a description of how your personal information is collected and used.

An agency may not substitute its own privacy policy for this policy, unless a state law, federal regulation or federal statute requires an agency to treat personally identifiable information in a way that is inconsistent with this policy. In this case, an agency may opt-out of the specific provision of this policy which conflicts with the state statute, federal regulation, or federal statute. If that occurs, the remainder of the provisions of this policy shall apply to the agency.

A full description of how agencies are to inform you if your personal information is treated any differently than as described in this policy is provided in R365-5-1 et seq. of the Utah Administrative Code, which governs the actions of state agencies.

## Non-Hooper Websites

Visitors may link to various websites from Hooper web pages. Hooper is not responsible for the privacy practices or content of external sites. Many of these sites, particularly those in the private sector, may not be subject to GRAMA, other sections of the Utah Code, or federal law. Those visiting external sites are advised to check the applicable privacy statement and be cautious about providing personally identifiable information without a clear understanding of how the information will be used.

## Facebook Data

Hooper City uses Facebook data for login purposes only. This data is used to allow users to successfully log into the Hooper City website with their Facebook account.

## Facebook Data Deletion Instructions

Hooper City gives the option to use Facebook to log onto the website. According to Facebook policy, Data Deletion Instructions need to be provided to get this information removed from your Facebook account.

If you want to delete your activities for the Hooper City website, please follow the below instructions:

1. Go to your Facebook Account's Settings & Privacy and click the 'Settings' option.
2. Look for 'Apps and Websites' and you will see all of the apps and websites you linked with your Facebook Account.
3. Find 'Hooper City Services' on the list.
4. Click the 'Remove' button.
5. You have successfully removed the 'Hooper City Services' app from your Facebook Account.