

Privacy Policy, Terms and Conditions

Information Collected and Stored Automatically

For site management functions, we collect information for analysis and statistical purposes. We do not report or use this information in any manner that would reveal personally identifiable information, or release it to any outside parties unless legally required to do so in connection with law enforcement investigations or other legal proceedings.

We create summary statistics, which we use to assess information of most interest, determine technical design specifications and identify system performance or problem areas. We do not collect personally identifiable information, and we make no attempt to link such information with individuals. When you visit this site and browse or download information, we automatically collect and store the following information about your visit:

The Internet Protocol Address and domain name used, but not the email address. The Internet Protocol address is a numerical identifier assigned either to your Internet service provider or directly to your computer. We use the Internet Protocol Address to direct Internet traffic to you;

The type of browser and operating system you used;

The date and time you visited this site;

The Web pages or services you accessed at this site; and

The Web site you visited prior to coming to this Web site.

If during your visit you participate in a survey, fill out a Web form, register to receive subscriptions or notices related to a Web page/document, or send an email, we will collect the following additional information:

The email address and contents of the email; and

Information volunteered to complete a Web form or in response to a survey.

Information collected is not limited to text characters and may include audio, video, and graphic information formats you send us. We retain this information in accordance with [Minnesota Statutes Chapter 138.17, subd. 1](#), and [Minnesota Statutes Chapter 15.17](#).

If you send us an email with a question or comment that contains personally identifiable information, or fill out a form that emails us this information, we will only use the personally identifiable information to respond to your request and analyze trends. This may be to respond to you, to address issues you identify, or to further improve our Web site. We may redirect your message to another government agency that is in a better position to answer your question. Survey information is used for the purpose designated.

Personal Information and Choice

"Personal information" is information about a natural person that is readily identifiable to that specific individual. Personal information includes such things as an individual's name, address, and phone number. A domain name or Internet Protocol address is not considered personal information.

We collect no personal information about you unless you voluntarily participate in an activity that asks for information (i.e. sending an email, filling out a Web form, or participating in a survey).

If we request or you volunteer personal information, State law and the federal Privacy Act of 1974 may protect it. However, this information is a public record once you provide it, and may be subject to public inspection and copying if not protected by Federal or State law.

You are cautioned that the collection of personal information requested from or volunteered by children on-line or by email will be treated the same as information given by an adult, and may be subject to public access.

Public Disclosure

All information collected at this site becomes public records that may be subject to inspection and copying by the public, unless an exemption in law exists. Minnesota Rules, Department of Administration Chapter 1205 defines Minnesota's Data Practices Act. In the event of a conflict between this [Data Practices Act](#) and the [Public Records Act](#) or other law governing the disclosure of records, the Public Records Act or other applicable law will control.

Access and Collection of Personal Information

You can review any personal information we collect about you. You may recommend changes to your personal information you believe in error by submitting a written request that credibly shows the error. If you believe that your personal information is being used for a purpose other than what was intended when submitted, you may contact us. In all cases, we will take reasonable steps to verify your identity before granting access or making corrections.

Cookies

We may use "cookies" to customize your browsing experience. A cookie contains unique information a Web site can use to track such things as passwords, lists of pages you've visited, and the date when you last looked at a specific page or to identify your session at a particular Web site. Cookies provide a method of distinguishing among visitors to our site. Cookies created on your computer by using this Web site do not contain personally identifying information and do not compromise your privacy or security. We use the cookie feature only to store a randomly generated identifying tag on your computer. You can refuse the cookie or delete the cookie file from your computer.

Security, Intrusion, Detection

Security measures have been integrated into the design, implementation and day-to-day practices of this site. This information should not be construed in any way as giving business, legal, or other advice, or warranting as fail proof, the security of information provided on this site.

Unauthorized attempts to deny service, upload information, change information, or to attempt to access a non-public site from this service are strictly prohibited and may be punishable under Title 18 of the U.S. Code to include the Computer Fraud and Abuse Act of 1986 and the National Information Infrastructure Protection Act.