



California Government Operations Agency

Privacy Policy

The California Government Operations Agency (GovOps) is committed to promoting and protecting the privacy rights of individuals, as enumerated in Article 1, section 1 of the California Constitution, the Information Practices Act of 1977, and other state and federal laws.

GovOps policy limits the collection, use, and disclosure of personal information maintained by GovOps, and applies safeguards to ensure its protection. GovOps information management practices encompass the requirements of the Information Practices Act (Civil Code section 1798 et seq.), the Public Records Act (Government Code section 6250 et seq.), and Government Code sections 11015.5 and 11019.9. GovOps follows these privacy principles when collecting, managing, and protecting your personal information:

Personally identifiable information is only obtained through lawful means.

GovOps may collect and maintain personal information only through lawful means. All GovOps employees who collect and/or maintain personal information must comply with the provisions of the Information Practices Act and other applicable laws. Personal information means any information that identifies or describes an individual, including, but not limited to, his or her name, social security number, physical description, home address, home telephone number, education, financial matters, and medical or employment history. It also includes statements made by, or attributed to, the individual.

We Restrict Collection and Use of Personal Information.

The purposes for which GovOps may collect personal information will be specified at or prior to the time such information is collected. The personal information collected will be relevant to the purpose for which it is needed. Any subsequent use of the information will be limited to and consistent with the fulfillment of those purposes previously specified.

GovOps will not disclose, sell, make available, or otherwise use personal information for purposes other than those specified, except with the consent of the subject of the information, or as otherwise permitted by law or regulation.

We may use electronic “cookies”, in some areas of the GovOps website, to improve the overall usability of the site.

GovOps uses electronic cookies to collect and temporarily store various types of information. The cookies allow the programs to operate correctly and know where to return the business



transaction results. Cookies created on your computer, from using our website, do not contain personal information and do not compromise confidentiality.

You can refuse the cookie or delete the cookie file from your computer by using any of the widely available methods. However, if you turn your cookies option off, some of our online services may not be accessible.

GovOps encourages all individuals to use appropriate safeguards to secure their personal computers and the information on those computers as well.

We Protection Personal Information.

Personal information must be protected against loss, unauthorized access, use, disclosure, modification or transfer. GovOps employees who are responsible for the collection, use, maintenance, and/or dissemination of records containing personal information must take appropriate precautions to ensure that proper administrative, technical, and physical safeguards are established and followed in order to protect the confidentiality of such information. Employees shall assure that personal information is removed or redacted in appropriate circumstances where it is contained in materials otherwise subject to release.

Access to Public Records.

The Public Records Act ensures that government is open and that the public has a right to access appropriate records and information possessed by state government. However, at the same time, exceptions in both state and federal law limit the public's right to access public records. These exceptions serve various needs, including maintaining the privacy of individuals. In the event of a conflict between this privacy policy and the Public Records Act, the Information Practices Act, or any other law governing the disclosure of records, the applicable law will control.

Notification of changes

We may revise our privacy policy. We will prominently post any revision on our website 30 days before implementation.

For More Information

The Information Security Officer for GovOps is responsible for the overall implementation and enforcement of this privacy policy. The privacy policy will be prominently posted on our Internet website. If you have questions or would like additional information regarding our privacy policy, please contact us via:



Mail

California Government Operations Agency
Attn: Information Security Officer
915 Capitol Mall, Suite 200
Sacramento, California 95814

Phone

916-651-9011

Email:

AskGovOps@govops.ca.gov

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