Idaho Technology Authority (ITA)

ENTERPRISE POLICY – P1000 GENERAL POLICIES

Category: P1020 – IDAHO.GOV PORTAL PRIVACY NOTICE

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I. AUTHORITY

Authority: Idaho Code § 67-833

Idaho statute states in part, "the Idaho Technology Authority (ITA) shall:

> Prepare statewide short-range and long-range information technology and telecommunications systems plans to meet the needs of state agencies;
>
> Within the context of its strategic plans, establish statewide information technology and telecommunications policies, standards, guidelines, conventions, and comprehensive risk assessment criteria that will assure uniformity and compatibility of such systems within state agencies."

II. ABSTRACT

The State of Idaho is dedicated to protecting private information it may collect about its citizens and others from unauthorized access and dissemination in concert with state and federal laws dealing with personal privacy. In order to guarantee a consistent statement of that responsibility, ITA has issued this policy with the accompanying Idaho.Gov Portal Privacy Notice.

III. DEFINITIONS

See ITA Guideline G105 (Glossary of Terms) for any definitions.

IV. POLICY

The following Idaho.Gov Portal Privacy Notice (Section A., Summary, through Section M., Contact Information) shall be referenced through a link placed on all leading, public-facing web pages and applications under the Idaho.gov domain. For purposes of this policy, "Idaho.gov" refers to any and all State of Idaho websites.

IDAHO.GOV PORTAL PRIVACY NOTICE

A. SUMMARY

The State of Idaho is dedicated to protecting private information it may collect about its citizens and others from unauthorized access and dissemination in concert with state and federal laws dealing with personal privacy. In order to guarantee a consistent statement of that responsibility, ITA has issued this policy with the accompanying Idaho.Gov Portal Privacy Notice:

"Thanks for visiting the Idaho.gov website. "Our privacy policy is simple:

We do not collect any personal information, such as names or addresses, when you visit our website.

If you choose to provide that information to us, it will be used solely to fulfill your request for information or a service.

We collect some technical information when you visit to ensure a seamless experience. The following section explains how we handle and collect technical information when you visit our website."

B. INFORMATION COLLECTED AND STORED AUTOMATICALLY

We collected information about your visit to help us improve our websites and services. This may include details such as IP address, browser type, time and date of your visit, page views and navigation path, and server response times.

This data is used for analytics, security, and performance monitoring to:

1. Understand how visitors use our website to identify areas for improvement
2. Protect the website and users from security threats and unauthorized access
3. Optimize website speed, reliability, and overall performance.

All information collected is handled in accordance with our privacy policy.

C. E-MAIL AND SURVEYS

If, during your visit to Idaho.gov, you participate in a survey or send an email to Idaho.gov, the following additional information will be collected:

1. Email Correspondence – The email address and contents of the email; and

2. Surveys – Any information you volunteered in response to a survey.

The information collected is not limited to text characters and may include audio, video, and graphic information formats you send us.

We use your email address to respond appropriately. This may be to reply to you, to address issues you identify, to further improve our website, or to forward the email to another agency for appropriate action. Survey information is used only for the purpose designated.

D. PERSONAL INFORMATION AND CHOICE

"Personal information" refers to any data that can be used to identify an individual, either directly or indirectly. This includes direct identifiers, such as an individual's full name, or social security number, as well as indirect identifiers, such as date of birth, address, and phone number.

We do not collect personal information about you unless you voluntarily participate in an activity that requests information (i.e. sending an email, applying for a license or permit, or participating in a survey). If you choose not to participate in these activities, your choice will in no way affect your ability to use any other feature of Idaho.gov.

If personal information is requested on the website or volunteered by the user, state law and the federal Privacy Act of 1974 may protect it. However, once you provide this

information, it becomes a public record and may be subject to public inspection and copying, unless protected by federal or state law.

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

Children under the age of 13 are not eligible to use services that require submission of personal information and should not submit any personal information to us. This includes submitting personal information to the website as part of a user profile or personalization profile. If you are a child under the age of 13, you can use these services only if used together with a parent or guardian. Seek guidance from a parent or guardian if you are under the age of 13.

If we gather personal information from a parent or guardian for a child under the age of 13, we will disclose the reasons for collecting it and disclose the intended use of it. We will seek verifiable parental consent before collecting any personally identifiable information. Parents may request information on the type of data being collected, view their child's information, and, if they choose, prohibit us from making further use of their child's information. We will not provide personal information about children to third parties.

E. PUBLIC DISCLOSURE

In the State of Idaho, laws exist to ensure that government is open and that the public has a right to access appropriate records and information possessed by the State. At the same time, there are exceptions to the public's right to access public records that serve various needs. The privacy of individuals is included among these exceptions in both state and federal laws.

We strive to protect personally identifiable information (PII) by collecting only information necessary to deliver our services. All information collected at this site becomes a public record that may be subject to inspection and copying by the public, unless an exemption in law exists.

In the event of a conflict between this Idaho.Gov Portal Privacy Notice and laws governing the disclosure of records, the applicable laws will control.

F. ACCESS AND CORRECTION OF PERSONAL INFORMATION

You can review any personal information we collect about you. You may recommend changes to your personal information you believe is 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. See Contact Information section.

G. COOKIES

In order to better serve you, we use cookies for certain types of online transactions. Cookies are small text files that a web server may ask your web browser to store and to send back to the web server when needed. Cookies may be used to store a transaction identifier or other information a user may provide.

H. CHOICES ABOUT COOKIES

The help portion of the toolbar on most browsers will tell you how to prevent your browser from accepting new cookies or how to disable cookies altogether. However, cookies allow you to take full advantage of many of Idaho's eGovernment services, and we recommend that you set your web browser to accept cookies.

I. IDAHO.GOV PRACTICES REGARDING COOKIES

Idaho.gov uses cookies to enhance your browsing experience, analyze site traffic, and personalize content.

J. SECURITY

The State of Idaho has put policies, procedures, and security measures in place to safeguard the integrity of its telecommunications and computing infrastructure, including, but not limited to, authentication, monitoring, auditing, and encryption.

While measures have been put in place, they are not exhaustive and this information should not be construed in any way as giving business, legal, or other advice, nor as a warranty of any kind or warranting a fail-proof security of information provided through Idaho.gov websites.

K. DISCLAIMER

Idaho.gov may contain links to other websites not affiliated with Idaho.gov, including some that are operated by other government agencies, nonprofit organizations, and private businesses. When you access a link to another site, you are no longer on Idaho.gov, and this Idaho.Gov Portal Privacy Notice will not apply. You will be subject to the privacy policy of any new site.

To protect your privacy and comply with legal requirements, some Idaho.gov websites may use third-party providers to verify your identity when you create an account. These providers are contractually obligated to adhere to the same strict privacy, security, and data protection standards as government entities.

L. LEGAL NOTICES

Any trademarks that appear on this site are the property of their respective owners who may or may not be affiliated with, connected to, or sponsored by Idaho.gov.

Idaho.gov respects the rights of all copyright holders, and therefore, Idaho.gov has adopted and implemented a policy that provides for the termination of user accounts that infringe on the rights of copyright holders. If you believe that your work has been used in a way that constitutes copyright infringement, please provide Idaho.gov's Copyright Agent notification via email. Please include the following information required by the Online Copyright Infringement Liability Limitation Act of the Digital Millennium Copyright Act, 17 U.S.C. 512:

1. A physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed;

2. Identification of the copyright work claimed to have been infringed, or, if multiple copyrighted works at a single online site are covered by a single notification, a representative list of such works at that site, (herein after, “Notification”);

3. Identification of the material that is claimed to be infringing or to be the subject of infringing activity and that is to be removed or access to which is to be disabled, and information reasonably sufficient to permit us to locate the material;

4. Contact information for the copyright owner or authorized agent;

5. A statement that the complaining party has a good faith belief that use of the material in the manner complained of is not authorized by the copyright owner, its agent, or the law; and

6. A statement that the information in the Notification is accurate, and under penalty of perjury, that the complaining party is authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

For copyright inquiries please contact:

Portal Entity Name OR State Contact
Email: webmaster@idaho.gov

M. CONTACT INFORMATION

For inquiries or comments about Idaho.gov or this Idaho.Gov Portal Privacy Notice, please complete the contact Idaho.gov form on the Office of Information Technology Services Contact and Help page.

V. EXEMPTION PROCESS

Refer to ITA Policy - P1010 (Information Technology Policies, Standards, and Guidelines Framework).

VI. PROCEDURE REFERENCE

Standards for Privacy Use are detailed in ITA Standards S4221 (Metatags) and S5120 (Web Publishing), and ITA Guidelines - G310 (Web Publishing).

VII. CONTACT INFORMATION

For more information, please contact the ITA Staff at (208) 605-4064.

REVISION HISTORY

05/05/2026 - Updates improve clarity and consistency, modernize privacy and security language, streamline sections and definitions, refresh links and contacts, and incorporate minor public-comment edits.

01/07/26 - Joined Section B with Section A; Removed Section F pertaining to not applicable Access Idaho information; Revised to modernize and clarify Sections A;B;D;I;J; and M;

03/31/21 - Moved Section III Definitions to G105 – Glossary of Terms; Corrected numbering reference in Section IV Summary.

05/30/19 - Revised to modernize Sections C; E; F; I; J; N; O; P; and Q.

07/01/18 – Updated Idaho statute references; changed “Office of the CIO” to “Office of Information Technology Services (ITS).”

11/20/14 – Clarified wording on the use of trademarks and eliminated reference to the Open Records Law, as it does not pertain.

09/03/14 - Added Language and contact information to ensure compliance with the Digital Millennium Copyright Act which requires contact information should individuals have copyrights complaints or requests to remove information that they feel infringes on a copyright. Also, added Language to ensure compliance with the Child Online Privacy Protection Act (COPPA) that states that children under the age of 13 are not eligible to submit personal information.

07/15/14 – Updated Section I. Authority to be consistent with Idaho statute.

07/01/13 – Changed “ITRMC” to “ITA”.

06/16/09 – Added Exemption Process, Procedure Reference and Revision History to this policy; changed the layout and deleted Timeline.

07/20/05 – "Access Idaho" and "Accessidaho.org" changed to "Idaho.gov" to reflect the renaming of the State home page and State website to "idaho.gov." Added further clarification and explanation of cookies and how they are used on State websites. This was done to further assure citizens that the State only uses their information for the purposes it is intended.

Date Established: August 29, 2001