



Policy Cover Sheet
for
Control of Access to Personally Identified Survey and Decennial Census Data:
Unauthorized Browsing Policy

Effective Date:

Date Last Revised: June 6, 2003

Purpose: To establish an unauthorized browsing policy.

Scope: The policy applies to all employees and special sworn status persons; records that identify or may identify persons or businesses, including, but not limited to, demographic and economic data; administrative records obtained for statistical purposes; personnel-related records and information that have not been disseminated to the general public and are not authorized to be made available to the public on request.

Policies and Procedures Impacted:

□ ***Relationship to Strategic Plan and Privacy Principles***

- (1) Strategic Plan – Objective 4.2
- (2) Privacy Principle 4.1

□ ***Relationship to Existing Policies; Relevant Laws and Regulation; and Procedures:***

Policy for Control of Access to Personally Identified Survey and Decennial Census Data

Responsibility for Implementation:

Policy Office

Committee Responsible for Ensuring the Continued Efficacy of this Policy:

Privacy Policy and Research Committee

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