

# Website Privacy Policy

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Adopted: September 11, 2014

## Disclaimer:

Neither the VAGARA executive board nor its members warrants the timeliness of any information published by this system, products or services linked from this system, and shall not be held liable for any losses caused by reliance on the accuracy, reliability or timeliness of such information. Portions of such information may be incorrect or outdated. Any person or entity that relies on any information obtained from this system does so at his or her own risk.

The information and statements contained on this server shall not be used for the purposes of advertising, nor to imply the endorsement or recommendation of VAGARA.

The VAGARA website has links to other websites. These include links to websites operated by other government agencies, nonprofit organizations and private businesses. When you link to another site, you are no longer on the VAGARA website and this policy will not apply. When you link to another website, you are subject to the privacy policy of that new site. Reference on those websites to any specific commercial product, process or service by trade name, trademark or other mark does not constitute or imply endorsement, recommendation or favoring by VAGARA.

Unauthorized attempts to modify any information stored on this system, to defeat or circumvent security features or to utilize this system for other than its intended purposes are prohibited and may result in criminal prosecution.

## Privacy Policy

### Virginia law

We protect our records in accordance with our obligations as defined by applicable Virginia statutes, including, but not limited to, the "Government Data Collection and Dissemination Practices Act" Code of Virginia, § 2.2-3800, "Administration of systems including personal information; Internet privacy policy; exceptions" Code of Virginia, § 2.2-3803, the "Virginia Freedom of Information Act" § 2.2-3700, et seq., and by any applicable U.S. federal laws.

### Information we collect

We endeavor to collect only the minimum amount of information needed to provide services.

We also use [Google Analytics](#), which uses cookies, for statistical analysis related to your browsing behavior on the vagara website. In some cases our web server may use browser cookies or other technologies to maintain session and preference information

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If you do nothing during your visit to the VAGARA website but browse or download information, we automatically collect and store the following information about your visit:

1. the internet domain and country from which you accessed our site;
2. the type of browser;
3. the date and time you visited this site;
4. if you linked from another website, the address of that website.

See also this policy's [Cookies section](#) below.

The information collected is used to improve the content of our Web services and to help us understand how people are using our pages. The information in our Web logs is not personally viewable and no attempt is made to link it with the individuals that browse our website.

If, during your visit to the VAGARA website, you send us an e-mail message, Google mail will collect the e-mail address and contents of the message, including audio, video and graphic information formats you send us. This may be to respond to you, to address issues you identify, to further improve our website or to forward your message to another agency for appropriate action.

VAGARA collects personal information directly from individuals who volunteer to subscribe to our services, complete forms or participate in surveys, meetings or the annual conference, therefore you may see your name in publications outside the context of the VAGARA website. Collecting personal information is necessary in order for VAGARA to deliver the services requested. We only collect, retain and use personal information where we believe it is essential to administer our business and to provide products, services and other opportunities requested by our customers. By using the VAGARA.org website you signify your assent to this privacy statement.

## **How the collected information is used**

Routing information is used to route the requested Web page to your computer for viewing. We send the requested Web page and the routing information to our Internet service provider or other entities involved in transmitting the requested page to you. We do not control the privacy practices of those entities. Essential and nonessential technical information helps us respond to your request in an appropriate format or in a personalized manner and helps VAGARA plan website improvements.

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We may keep your information in accordance with VAGARA's approved retention schedule, but we ordinarily delete the transaction routing information regularly. However, on rare occasions when a "hacker" attempts to breach computer security, logs of routing information are retained to permit a security investigation and in such cases may be forwarded together with any other relevant information in our possession to law enforcement agencies. We use this transaction routing information primarily in a statistical summary type format to assess site content and server performance. We may share this summary information with our business partners when needed.

## **Restrictions on the disclosure of customer information**

We do not sell or rent our member's information to any outside company or organization. We do not reveal specific information about members or other personally identifiable data to unaffiliated third parties for their independent use.

## **Website security**

We maintain security standards and procedures regarding unauthorized access to ensure that this service remains available to all users, and to prevent unauthorized attempts to upload or change information or otherwise cause damage. Information on individuals causing damage to the Web page will be traced and released to the appropriate legal bodies (such as the Virginia State Police) to investigate suspected or alleged criminal activity.

## **Customer comments or review**

If you have questions about this privacy statement or the practices of this website, or if you choose to review or correct any information you previously submitted, please contact us at [VAGARA.org](http://VAGARA.org).

Notification: Members will be notified of changes to the Privacy Policy via a notice on the website main page for a period of 30 days.

See also this Policy's Cookies section below.

"**Cookies**" are small files either stored on a server or sent back to a visiting computer. In certain applications user information is stored as "cookies," which are then sent back to and stored on the user's computer.

Some sections of the VAGARA website use cookies to customize the information presented to you. Cookies are also used to aggregate site usage information to help us improve our users' experience.

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See also this policy's [Privacy section](#) above regarding information gathered by this site and the use of that information.

## Linking Policy

This website contains hypertext links to external websites and pages containing information created and maintained by public and private organizations other than VAGARA. VAGARA, at its sole discretion, will determine which external websites will be linked. The inclusion of a hypertext link to an external website is not intended as an endorsement of any product or service offered or referenced on the linked website, the organizations sponsoring said website, or any views that might be expressed or referenced in the website.

Hypertext links to external websites and pages may be removed or replaced at the sole discretion of the VAGARA executive board at any time without notice.

If a hypertext link on the VAGARA website is not working, please contact us by using the contact information provided on the [Contact Us](#) Web page.

See also this policy's [Disclaimer section](#) regarding off-site links.

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