

WEST VIRGINIA DEPARTMENT OF LABOR
PRIVACY STATEMENT
Last Update: 11/18/11

SCOPE

This is a summary of the West Virginia Division of Labor's privacy statement. This summary and the full privacy statement apply to the Department's website and services that display or link to this notice. To review the full privacy statement click [here](#).

PERSONAL INFORMATION

- We collect information (name, electronic or postal address, telephone number, etc.) that you choose to give us.
- The information we collect may be combined with information obtained from other Executive Branch Departments' websites and services.
- Information is retained in accordance with applicable laws, rules, regulations, and other policies.

USES OF INFORMATION

- We use personal information for purposes that relate to the reason you provide it. If information is used for another purpose, we will obtain your permission.
- For purposes matching the reason you provided the information, or as required by law, we may share your information with other state and federal agencies as well as others we have hired to assist us.
- We may share non-personal information for purposes related to improving our business practices.

YOUR RIGHTS AND CHOICES

- You have the right to review the personal information you provide us and to update or correct that information.
- If you have consented to an electronic exchange of information, you may cancel that consent by following the instructions in the email you receive.
- If you provide information to any of our agency websites, you may choose to remove it at any time.

SECURITY

- All personal information and non personal information is stored on a secured computer server. Some of the applications serving the public are hosted on different servers that have additional security measures, depending upon the type of information required and obtained. Local, more detailed notices regarding privacy and security will be provided to users while using these features.
- Agencies processing credit card information are required to be compliant with the Payment Card Industry Data Security Standards (PCI DSS).

HOW TO CONTACT US

- For more information on our privacy requirements and practices, please contact us at laborwebmaster@wv.gov.
- To review our full privacy statement, please click [here](#).

I AGREE TO THE TERMS AND CONDITIONS OF THE DEPARTMENT OF COMMERCE PRIVACY NOTICE.