

*Monroe Municipal Utilities
Authority*

Privacy Policy
Updated 06/01/20

Monroe Municipal Utilities Authority

Contents

1. Definitions

- a. “The Company” refers to Monroe Municipal Utilities Authority of Williamstown, NJ
- b. “Personal Data” and “Personally-identifiable information” refers to information that may individually identify a person or company.

2. Scope

This policy applies to the processing and retention of personally-identifiable information furnished by The Company’s clients, which may include the client’s own information as well as that of customers, clients, associates, affiliates, employees, and recipients of service provided by the customer.

3. Responsibilities and Management

The Company’s management oversees its information security policy, including its compliance with the U.S. Government Privacy Shield Program. The Company maintains a comprehensive security policy that establishes all aspects of information security, and requires employees to adhere to an acceptable use policy. More information about the Privacy Shield program can be updated from <https://www.privacyshield.gov>.

4. Collection and use of Personal Data

The Company provides water-related services to its customers. In the course of business, this requires obtaining the names and addresses individuals supplied by the customer as well as other information required for the servicing and maintenance of customer’s water supply. The Company uses this information exclusively for the purposes of providing services to its customers and does

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not rent, sell, exchange, or provide such data to marketers and other non-essential third-parties, except as required by law.

5. Disclosures and Onward Transfers of Personal Data

Except as otherwise provided herein, The Company provides Personal Data only to third parties who need to know such data in the course of business. The Company does not provide personally-identifiable information to third parties except vendors, subcontractors, and solution providers. Such third-parties are required to have and maintain a written confidentiality agreement and information security policy.

The only exception to the above is that the company may provide any personally-identifiable information, when compelled to do so, to a U.S law enforcement agency for the purposes of an investigation, or to a U.S. court of law if so directed.

6. Sensitive Data

The Company does not collect sensitive data.

7. Website and Offerings

The Monroe Municipal Utilities Authority website may contain links or references to external documents and services. MMUA bears no responsibility for the content or policies of these linked sites and cannot assure any compliance with this or other Privacy Policies, End-User agreements, or other agreements or expectations. Visitors should check the Privacy Policies, End-User Agreements, and licenses of these external sites.

8. Data Integrity and Security

The Company uses reasonable efforts to maintain the accuracy and integrity of Personal Data. The Company has implemented physical and technical safeguards to protect Personal Data from loss, misuse, unauthorized access, disclosure, alteration or destruction. The Company maintains a strict access policy that ensures only authorized employees are allowed to access such Personal Data, and will not give access, or will revoke existing access, to any employee, vendor, subcontractor, or supplier believed to be misusing Personal Data.

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Despite such safeguards, The Company recognizes that it cannot guarantee 100% security 100% of the time.

9. Notification

The Company will notify its customers of a data breach involving The Company's systems or those of its subcontractors and service providers, as soon as The Company becomes aware of such.

10. Changes to the Policy

The Company reserves the right to change or update this policy as needed.

11. Questions or Complaints

Customers may contact wmahoney@monroemuanj.com with questions, comments, or complaints.

12. Enforcement and Dispute Resolution

Customers with questions or concerns should contact The Company. The Company adheres to the principles and policies set for by the U.S. Government's Privacy Shield initiative.

The Company falls under the enforcement jurisdiction of the U.S. Federal Trade Commission and the State of New Jersey. Any disputes or legal matters will be addressed in the State of New Jersey, The United States District Court for the District of New Jersey, or the 3rd Circuit Court of Appeals.

The Company does not knowingly engage or utilize Personal Data involving customers, clients of customers, employees, citizens, or other entities of Europe or other nations subject to GDPR or other national or provincial laws.