

Minnesota Department of Commerce Website Privacy Policy and Disclaimer

This statement addresses collection, use, security of, and access to information that may be obtained through use of our website. This notice covers the following topics:

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- Information collected and stored automatically
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Introduction

The Minnesota Department of Commerce with support from MN.IT Services, is the developer and manager of mn.gov/commerce. Commerce is dedicated to protecting your privacy online. The following privacy statement outlines how individual information will be handled by Commerce while using our services.

Protection of individual privacy is a primary concern and is governed by [Minnesota Statutes, chapter 13, Government Data Practices](#). Commerce has created this privacy statement to demonstrate our commitment to privacy. The following discloses our information gathering and dissemination practices for this site, <https://www.Commerce.state.mn.us>.

Information collected and stored automatically

For site management functions, information is collected for analysis and statistical purposes. This information is not reported or used in any manner that would reveal personally identifiable information and will not be released to any outside parties unless legally required to do so in connection with law enforcement investigations or other legal proceedings.

When you visit the Commerce website and browse or download information, we automatically collect "cookies" that store the following information about your visit:

1. The IP (Internet Protocol) address and domain name used, but not the email address. The IP address is a numerical identifier assigned either to your internet service provider or directly to your computer. We use the IP address to direct internet traffic to you.
2. The type of browser and operating system you used.

3. The date and time you visited this site.
4. The webpages or services you accessed at this site.
5. The website you visited prior to coming to this website.

This information is used for purposes of evaluating the State's electronic government services, to prevent unlawful intrusions into the State Government's electronic systems, or as otherwise provided by law. Cookies created on your computer by using this website do not contain personally identifying information and do not compromise your privacy or security. You can refuse the cookie or delete the cookie file from your computer by using any of the widely available methods. If you choose not to accept a cookie on your computer, it will not affect your access to our website.

We also use Siteimprove to analyze traffic to our site. More information about Siteimprove Analytics is at [Siteimprove Analytics: Technical Specifications](#).

If during your visit to the Commerce website you participate in a survey, fill out a web form, or send an email, the following additional information is collected:

1. The email address and contents of the email.
2. Information volunteered to complete a web form or 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. The information is retained in accordance with [Minnesota Statutes, chapter 138.17, subdivision 1](#), and [Minnesota Statutes, chapter 15.17](#); destruction, preservation, reproduction of records, prima facie evidence.

If you send us an email with a question or comment that contains personally identifiable information or fill out a form that emails us this information, we may use the personally identifiable information to respond to you, to address issues you identify, or to further improve our website. We may redirect your message to another government agency that is in a better position to answer your question. Survey information is used for the purpose designated.

Granicus/GovDelivery a subscription service Commerce utilizes, which uses "session cookies." A session cookie is stored on the user's computer only until they close the browser. The session cookie allows the server software to keep the user logged in as they browse GovDelivery. The cookie is not shared with other websites, does not track or store personal information, and expires as soon as the user closes the browser. [Granicus/GovDelivery's privacy policy](#) is available online for more information.

Secure applications at Commerce, which require users to log in, may or may not contain cookies to track things, such as passwords and session information.

Public disclosure

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

All information collected at this site from adults or minors becomes public record that may be subject to inspection and copying by the public, unless an exemption in law exists. [Minnesota Statutes, chapter 13](#) and [Minnesota Rules, chapter 1205](#) define Minnesota's Data Practices Act. The federal Privacy Act of 1974 may also protect certain information.

Access to and correction of personal information

You can review any public or private personal information we collect about you. You may recommend changes to your personal information that you believe is in error by submitting a written request that (1) credibly shows the error, and (2) fully describe the nature of the change and why it is necessary. 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. You may email DataRequests.Commerce@state.mn.us with the request.

Security, intrusion, detection language

The Minnesota Department of Commerce, as developer and manager of the Commerce website, has taken several steps to safeguard the integrity of its telecommunications and computing infrastructure, including but not limited to authentication, monitoring, auditing, and encryption. Security measures have been integrated into the design, implementation, and day-to-day practices of the entire Commerce operating environment as part of its continuing commitment to risk management. This information should not be construed in any way as giving business, legal, or other advice, or warranting as fail proof, the security of information provided via the Commerce website.

Unauthorized attempts to deny service, upload information, change information, or to attempt to access a nonpublic site from this service are strictly prohibited and may be punishable under Title 18 of the U.S. Code, to include the Computer Fraud and Abuse Act of 1986 and the National Information Infrastructure Protection Act.

Legal advice

Commerce's website is intended as a resource and guide for the public. It is not a source of definitive legal advice about specific legal issues. Commerce cannot provide legal advice of any kind to the public.

General Disclaimer

Neither the State of Minnesota, nor any agency, officer, or employee of the State of Minnesota warrants the accuracy, reliability, or timeliness of any information published by this system, nor endorses any content, viewpoints, 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 not current. Any person or entity that relies on any information obtained from this system does so at his or her own risk. Commerce assumes no responsibility for actual, consequential, incidental, special or exemplary damages resulting from, caused by or associated with any user's.

Links to other websites

In the course of providing comprehensive service and information, Commerce may provide links to content not controlled by the State of Minnesota. No endorsement is intended or made of any link, product, service or information either by its inclusion or exclusion from this portal. Additionally, such links are provided as a convenience to its users. The use of these links is not an endorsement as to the accuracy, completeness, adequacy, accessibility or usefulness of those sites. When you link to another site, you are no longer on the Commerce website and this Privacy Notice will not apply. When you link to another website, you are subject to the privacy policy of that new site.

Links to Commerce’s website

Any website can link Commerce’s website. If you link to this site, you may not portray any person or subject in a false or misleading light. You must also refrain from creating frames, or using other visual altering tools, around the Commerce pages. Lastly, you may not imply that the State of Minnesota is endorsing your product or services.

Accessibility

Minnesota.gov is designed to offer Minnesota citizens, businesses, and agencies easy and efficient access to state government resources. We appreciate that many visitors to mn.gov/admin are concerned about accessibility to digital government. Currently, mn.gov/admin makes every effort to adhere to the [state accessibility standard](#). Ongoing validation testing is conducted using industry-recognized tools for coding and usability.

All executive branch agencies are required, effective September 1, 2010, to follow the standard, which combines the [Web Content Accessibility Guidelines 2.0](#) and [Section 508 of the Rehabilitation Act of 1973](#). The goal of the Accessibility Standard is to improve the accessibility and usability of information technology products and services for all government end-users in the State of Minnesota. Please contact webmaster.commerce@state.mn.us if you are having difficulties accessing portions of this website.

Commerce website contact information

To offer comments about the Commerce website, or about the information presented in this privacy notice, please contact:

Minnesota Department of Commerce

Main Office: 651-539-1500, or

See the [contact information](#) page.

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