# **Privacy Policy**

Type of website: Commercial Catch Reporting Application Type of application: Commercial Catch Reporting Application

> Effective date: October 1, 2022 Last Updated: October 1, 2022

The internet address apps.wdfw-fish.us (the "Site") and mobile application ("WaTix Mobile") are owned and operated by Washington Department of Fish and Wildlife ("WDFW"). This Privacy Policy applies to all information collected about you by WDFW through and in relation to the use of Site and WaTix Mobile, regardless of how it is collected or stored, and describes, among other things, the types of information collected about you when you interact with the Site or WaTix Mobile, how your information may be used and when your information may be disclosed.

## **Purpose**

The purpose of this privacy policy (this "Privacy Policy") is to inform users of our Site of the following:

- 1. The personal data WDFW will collect;
- 2. Use of collected data;
- 3. Who has access to the data collected; and
- 4. The rights of Site/WaTix Mobile users.

This Privacy Policy applies in addition to the Terms and Conditions of our Site and WaTix Mobile.

#### Consent

By using our Site and/or WaTix Mobile users agree that they consent to:

- 1. The conditions set out in this Privacy Policy; and
- 2. The collection, use, and retention of the data listed in this Privacy Policy.

# Additional Personal Data - WDFW Will Not Collect

WDFW will not collect any additional data beyond the data listed below without first notifying users.

# **Data Collected Automatically**

When you visit and use our Site or WaTix Mobile, WDFW may automatically collect and store the following information:

- 1. IP address; and
- 2. Location data generated by mobile device location services as outlined in WAC 220-352-040

If required by the Terms and Conditions of a department-approved electronic catch reporting software or application, the receiver must enable location services so that geolocation may be automatically determined during completion and submission of a fish receiving ticket in accordance with 220-352-060.

# **Data Collected in a Non-Automatic Way**

WDFW may also collect the following data when you perform certain functions on our Site:

- 1. Auto fill data; and
- 2. User input Fish Ticket catch reporting information

#### **How WDFW Use Personal Data**

Data collected on our Site or WaTix Mobile will only be used for the purposes specified in this Privacy Policy or indicated on the relevant pages of our Site, WaTix Mobile application, or in our Terms and Conditions.

The data WDFW collects automatically and non-automatically is used for the following purposes:

1. Commercial fishery reporting enforcement under WAC Chapter 220-352.

The data WDFW collects when the user performs certain functions may be used for the following purposes:

1. Fishery management.

Any data collected through the use of Site or WaTix Mobile may become a public record and thus be the subject of a public records request under the Washington Public Records Act (RCW 42.56).

# **Who WDFW Shares Personal Data With**

#### **Employees**

WDFW may disclose user data to any member of our organization who reasonably needs access to user data to achieve the purposes set out in this Privacy Policy.

#### Other Disclosures

WDFW will not sell or share your data with other third parties, except in the following cases:

- 1. If the law requires it;
- 2. If it is the subject of a valid Public Records Act request under RCW 42.56; and
- 3. If it is required for any legal proceeding or to otherwise prove WDFW's legal rights.

If you follow hyperlinks from our Site to another Site or from our WaTix Mobile to another site or mobile application, please note that WDFW is not responsible for and has no control over their privacy policies and practices.

#### **How Long WDFW Stores Personal Data**

User data will be stored for six years after the end of each calendar year, then destroyed. Recreational Catch Records will be retained until no longer needed for agency business, then destroyed.

Both of the above periods are in accordance with WDFW's record retention policy. You will be notified if your data is kept for longer than the period listed above.

## **How WDFW Protects Your Personal Data**

In order to protect your security, WDFW uses the strongest available browser encryption and stores all of our data on servers in secure facilities. All data is only accessible to our employees. Our employees are bound by strict confidentiality agreements and a breach of this agreement would result in the employee's termination. For more information as to what may be disclosed pursuant to a valid public records request, please see the Washington Public Records Act at

RCW 42.56.

While WDFW takes all reasonable precautions to ensure that user data is secure and that users are protected, there always remains the risk of harm, and therefore WDFW is unable to guarantee the security of user data beyond what is reasonable and practical.

### Children

All individuals anticipated by WDFW to be subject to this Privacy Policy should be above the age of 13 and validly possess a Washington Wholesale Dealers License, Buyers License, and/or Limited Fish Sellers Endorsement. As such, WDFW does not knowingly collect or use personal data from children 13 years of age or under. If WDFW learns that WDFW has collected personal data from a child 13 years of age or younger, the personal data will be deleted as soon as possible. If a parent or guardian believes a child 13 years of age or younger has provided us with personal data, their parent or guardian may contact our privacy officer at the information below.

# **How to Request Information on Data Collected**

If you would like to know if WDFW has collected your personal data, how WDFW may have used your personal data, if WDFW has disclosed your personal data and to whom WDFW disclosed your personal data, please contact our privacy officer.

Carissa Bourdan carissa.bourdon@dfw.wa.gov (360) 706-3385 PO Box 43200, Olympia, WA 98504-3200

### **Modifications**

This Privacy Policy may be amended from time to time in order to maintain compliance with the law and to reflect any changes to our data collection process. When WDFW amends this Privacy Policy, WDFW will update the "Effective Date" at the top of this Privacy Policy and all changes will become effective at the time WDFW posts them. WDFW recommend that our users periodically review our Privacy Policy to ensure that they are notified of any updates. If necessary, WDFW may notify users, by the email on file with WDFW, of changes to this Privacy Policy.

# **Contact Information**

If you have any questions, concerns or complaints, you can contact our privacy officer at:

Carissa Bourdan carissa.bourdon@dfw.wa.gov (360) 706-3385 PO Box 43200, Olympia, WA 98504-3200