



ARCHDIOCESE OF BALTIMORE **INFORMATION PRIVACY STATEMENT**

The Archdiocese of Baltimore is committed to maintaining the confidentiality and security of personally identifiable information that it collects, uses and discloses in furtherance of the mission of the Church.

Personal information is kept confidential and used only for the purposes for which it was collected or similar purposes in furtherance of the mission of the Church. The information will not be sold or disclosed for commercial purposes. Aggregate statistical data may be disclosed without individual identifiers for research and reporting purposes.

Reasonable physical, electronic, and procedural safeguards are maintained to protect personal information from unauthorized access, loss, misuse, disclosure, or alteration. Access is restricted to employees or agents of the Archdiocese who require the information in connection with the services they provide.

Individual privacy concerns should first be addressed with the individual's pastor, school principal, human resources manager, or agency manager. If the issue cannot be resolved, an inquiry may be made in writing to the Director of the Division of Information Technology for the Archdiocese of Baltimore.

If you believe that any of the information held by the Archdiocese is incomplete or inaccurate, you have the right to notify us and make any updates or corrections. To do so, contact the Archdiocese of Baltimore Division of Information Technology, 320 Cathedral Street, Baltimore, MD 21201 at 410-547-5305.

From time to time, this statement may be reviewed to ensure that it remains relevant and appropriate. To obtain a copy of this and other privacy related information, visit <http://www.archbalt.org/privacy>.