



NYLTIK PUBLIC LIBRARY

123 MORGAN STREET

NYLTIK, ON A1B 2C3

Privacy Policy

Nyltiak Public Library protects the privacy of all its patrons, including personally identifiable information in accordance with *the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56 (MFIPPA)*.

Nyltiak Public Library collects personal information of patrons in accordance with section 23(2) of the Public Libraries Act, R.S.O. 1990, c.P.44. This information is used solely for the administration of various services and programs at Nyltiak Public Library. Nyltiak Public Library collects the following personally identifiable information from patrons:

- Name (First and Last)
- Email address (if applicable)
- Date of birth
- Phone Number (if applicable)
- Gender identity
- Full home address

The disclosure of this information is limited to certain staff of Nyltiak Public Library who may only use this information to perform their assigned duties. Standard security procedures surrounding personally identifiable information are in place at Nyltiak Public Library to ensure the security and protection of this information.

Nyltiak Public Library will not disclose any personally identifiable information to any third parties without prior consent from the patron or when mandated by law.

Records of borrowed materials are not kept by Nyltiak Public Library upon return of the item, unless the patron requests this service.

Library cards are non-transferable and may only be used by the patron they are registered to, unless they are under the age of 16, in which case a legal guardian or caregiver may use the card on behalf of the patron to pick up held material only. No other services or programs may be conducted.