

COVID - 19 Privacy Policy - VISITORS

Given the coronavirus outbreak's continued spread, and to protect the health of everyone at our facilities, we will require anyone entering our facilities to confirm certain information, and undergo a **thermal** temperature reading prior to entry. **Based on the results, you may be denied access.** These measures help us protect the health and safety of our personnel and visitors to our workplaces, comply with legal requirements, and enable us to take steps to limit the spread of Coronavirus (COVID-19).

Information We Process

We will process the following information from visitors:

- Responses to survey questions in connection with our COVID-19 visitor processes, such as questions related to topics such as travel activities, and exposure to the virus, and symptoms.
- Temperature readings from thermometers

How We Will Use and Retain the Information

Depending on the survey responses, or if a fever is detected by the thermal camera, access may be denied as necessary to limit the spread of COVID-19.

If you are denied access, contact your host after departing the facility.

Your personal information will be retained for as long as necessary for this purpose, and in accordance with Town of Hanover's retention policy.

This process is for health and safety purposes that: are in the public interest to protect public health protect the vital interests of individuals at this organization; and support compliance with applicable law, including employment law.

You may have certain rights under applicable local law in relation to your personal information. Please contact Town of Hanover, Human Resources Department for clarification. 519-364-2780, ext. 1250

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Thank you for your patience with these health and safety measures as we continue to address this outbreak together.

COVID-19

CORONA VIRUS