



City of Portsmouth Human Rights Commission Employment & Housing Privacy Policy

The City of Portsmouth, Human Rights Commission has adopted this Privacy Policy, effective February 4, 2021. The City of Portsmouth values the security and privacy of your personal information and is committed to protecting your privacy rights. The City of Portsmouth seeks only to collect relevant personal information that enables us to assist you in investigating and resolving complaints of discrimination.

Legal Authority for Collection and Use of Information

We collect information that may be directly associated with a specific person. We call this “Personal Information,” and it includes, names, addresses, telephone numbers and email addresses. We collect this Personal Information through lawful means from individuals who seek to file a complaint with the City of Portsmouth Human Rights Commission, and we use this information to establish jurisdiction and to conduct an investigation of any allegations of Civil Rights violations. If you seek to file a complaint, you are required to provide us with sufficient information.

Disclosure and Sharing

We do not sell your personal information. Ohio Revised Code 1347.15, prohibits all state agencies from distributing or selling any electronically collected personal information about users to any third party without the permission of the user. Any distribution of electronically collected personal information will be solely for the purposes for which it was provided to us, as described below.

We also may share your personal information under the following circumstances:

1. You give us permission.
2. We receive a request from a party with legal authority to obtain the information, such as a subpoena.
3. As authorized by law, it is transferred to/shared with the U.S. Equal Employment Opportunity Commission, the National Labor Relations Board, the U.S. Department of Labor, the U.S. Department of Housing and Urban Development, the U.S. Department of Health and Human Services, the U.S. Department of Education, the U.S. Department of Justice, or any branch of the Ohio State Government, or any other local or Federal agency with similar jurisdiction.
4. Non personal information, including the allegations in the complaint document itself, may be disclosed to the public under the Ohio Public Records Act.

What happens to information you submit to us?

The Personal Information we obtain from you will be used for the purposes for which it was provided: to further our efforts to investigate and attempt to resolve the allegations of unlawful discrimination, harassment and/or retaliation that you filed. Electronically collected Personal Information we gather about visits to our website is used to help us improve the user experience and for basic web metrics of our website. Our website may contain links to other websites on the Internet that are owned and operated by third parties. The City of Portsmouth does not control the privacy policies or practices of these websites and you are advised to review these privacy policies and the City of Portsmouth is not responsible for the content of practices of any linked third party.