

Our Online Privacy Policy

Commander, Navy Installation Command (CNIC) is committed to protecting individual privacy and securing the personal information made available to us when you visit cnic.navy.mil.

This privacy policy describes what information is made available to CNIC and third parties when you visit cnic.navy.mil and how CNIC uses and stores that information.

If you have questions about this policy or suggestions for its improvement, please let us know. You can contact us through the CNIC Support Center. Contact information for the CNIC Support Center can be found at http://www.cnic.navy.mil/CNIC_HQ_Site/SupportCenter/index.htm.

This policy is organized into the following sections:

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We will revise or update this policy if our practices change, or as we develop better ways to keep you informed about them. You should refer back to this page often for the latest information and the effective date of any changes. If we decide to change this policy, we will post a new policy on our site and change the date at the bottom. Changes to the policy shall not apply retroactively.

1. [Information received and stored by CNIC when you visit \[cnic.navy.mil\]\(http://cnic.navy.mil\)](#)

1.1 Basic Information

When a computer is used to access information on cnic.navy.mil, the following basic information is automatically received and stored by the CNIC servers hosting cnic.navy.mil:

- Internet Protocol (IP) Address. A computer's IP address establishes its location on the internet and allows other computers, such as those hosting cnic.navy.mil, to send it content and other information;
- The internet domain name when a computer accesses the internet through a domain, such as from a corporation ("xcompany.com") or university ("yourschool.edu");
- The date, time, and duration of a website visit;
- If a computer accesses a page on cnic.navy.mil via a link on another page, the URL of that referring, non-cnic.navy.mil page;
- Information about the computer set-up, such as the type and version of web browser (e.g., Internet Explorer 8.0, Mozilla Firefox 5.0), operating system (e.g., Unix, Mac OS, MS Windows), Java support (yes or no), Flash version (e.g., 10.1 r85), screen resolution (e.g., 1280x800), and connection speed (e.g., DSL, T1);
- The specific pages a computer accesses when it requests information from cnic.navy.mil; and
- The amount of data (measured in number of bytes) transmitted from cnic.navy.mil to a computer.

CNIC does not use this information to identify or track the browsing of individual users. We do use it to generate aggregate statistics about how cnic.navy.mil is used. We retain this information for a year—for example, server logs from June 2011 will be deleted in June 2012.

We do not sell, rent, exchange, or otherwise disclose this information to persons or organizations outside the Department of Defense. In some cases, we may share the information with other federal agencies in response to lawful law enforcement requests or to protect cnic.navy.mil from security threats.

1.2. Website Measurement and Customization Technologies (E.g., Cookies)

1.2.1. First-party (cnic.navy.mil) Website Measurement and Customization Technologies

CNIC uses web measurement and customization technologies to make cnic.navy.mil function better for visitors and to better understand how the public is using the website.

This means that when you visit a page on cnic.navy.mil, the internet browser on your computer may download and save a small file from cnic.navy.mil (commonly called a "cookie") so that our website can recognize your specific

computer and browser when you use cnic.navy.mil in the future. CNIC does not use technologies that track your interactions on non-cnic.navy.mil websites.

Information on how to control these web measurement and customization technologies can be found in Section 1.2.3: How you can control website measurement and customization technologies.

These technologies fall into two categories, based on the length of time they remain active:

- Single-session cookies last only as long as a web browser is open. Once the browser is closed, the data files on your computer are deleted.
- Multi-session cookies last beyond a single session of browsing a website; this allows a website to recognize a computer or user for defined amount of time.

[Cnic.navy.mil](http://cnic.navy.mil) uses the following web measurement and customization technologies (defined and organized per the Office of Management and Budget's "Guidance for Online Use of Web Measurement and Customization Technologies" (OMB M-10-22¹)):

- Session cookies are used for technical purposes, such as enabling better navigation through the site, and generating aggregated statistics about how the website is used. Under the framework of OMB M-10-22, this qualifies as a Tier 1 use.
- Persistent cookies are used to recognize a computer that has previously visited cnic.navy.mil. [Cnic.navy.mil](http://cnic.navy.mil) sets several persistent cookies to measure website metrics, such as which pages are popular and how often people visit the website. These cookies do not collect personal identifying information. Under the framework of OMB M-10-22, this qualifies as a Tier 2 use.

CNIC uses a third-party analytics provider (currently Google Analytics) to analyze the data collected through the session and persistent metrics cookies. The third-party analytics provider does not receive personally identifiable information through these cookies and does not combine, match, or cross-reference cnic.navy.mil information with any other information. Please review the third-party analytics provider's privacy policy² or additional information.

These cookies collect information similar to that automatically received and stored on the servers hosting cnic.navy.mil; they do not collect personal identifying information. CNIC generally does not access or store the raw information collected through these cookies. We do view aggregate statistical

¹ http://www.whitehouse.gov/sites/default/files/omb/assets/memoranda_2010/m10-22.pdf

² <http://www.google.com/intl/en/analytics/privacyoverview.html>

analyses prepared by our third-party analytics provider, but these analyses do not include any personally identifiable information. We do not sell, rent, exchange, or otherwise disclose this information to persons or organizations outside the Department of Defense. In some cases, we may share information with other federal agencies in response to lawful law enforcement requests or to protect cnic.navy.mil from security threats. As explained in section 1.2.3, you can control website measurement and customization technologies on cnic.navy.mil.

1.2.2. Third-party website measurement and customization technologies

Some pages on cnic.navy.mil may include web content or functionality from third parties, such as embedded maps hosted by non-cnic.navy.mil services. For example, as of September 12, 2011, content or functionality from the following third parties may be present on some cnic.navy.mil pages:

- Google;

For your convenience, this list will be updated on a regular basis to reflect the third party providers of content or functionality that are commonly used on cnic.navy.mil. If you would like to receive content that is posted using one of these third-party providers without utilizing the third-party provider, please contact us at http://www.cnic.navy.mil/CNIC_HQ_Site/Contact/index.htm. These third parties may use web measurement and customization technologies (such as cookies) in conjunction with the provision of this content or functionality. You should consult the privacy policies of these third parties for further information. We do not knowingly use third-party tools that place a multi-session cookie prior to the user interacting with the tool, for example by playing an embedded video. If you become aware of a third-party tool on cnic.navy.mil that places a multi-session cookie prior to any user interaction, please contact us at http://www.cnic.navy.mil/CNIC_HQ_Site/Contact/index.htm

1.2.3. How you can control website measurement and customization technologies

Visitors can control aspects of website measurement and customization technologies used on cnic.navy.mil. Visitors who choose to disable these technologies will still have access to comparable information and services on cnic.navy.mil.

One of the most common forms of website measurement and customization technologies is the use of “cookies.” You can choose not to accept cookies from any website, including cnic.navy.mil, by changing the settings of your browser. You can also delete cookies stored in your browser at any time.

Here is a list of the cookies that are used by cnic.navy.mil:

- Cookies that have a name that begin with `_utm` are each unique and are used for the purpose of website analytics.
- Cookies with the name “JSESSIONID” are used to identify a client/server interaction session so stored information can be easily accessed by the client. It is always a unique identifier generated by the Web Server. The information stored is information related to the session.
- Another form of website measurement and customization technology is the use of “flash cookies” which are created by Adobe Flash, a technology that powers web content such as the maps. To manage these, visit the Website Storage Settings Panel on Adobe.com.

This list will be updated frequently with other cookies used by cnic.navy.mil. This list does not include cookies associated with third-party content or functionality included on cnic.navy.mil (see section 1.2.2.). For more information about cookies, including how to delete them from your computer and configure your browser to refuse them from cnic.navy.mil or any other site, visit the following resources:

- USA.gov
- GetNetWise

1.3. Personal information that you voluntarily submit to cnic.navy.mil

If you choose to provide us with personal information, for example by completing a “form, we may use that information to respond to your message and/or to help us get you the information or services you requested. Submitting this personal information (name, address, telephone number, email address, etc.) is voluntary and is not required to access information on cnic.navy.mil.

2. Links on cnic.navy.mil to External Sites

[Cnic.navy.mil](http://cnic.navy.mil) may contain links to web sites created and maintained by other public and/or private organizations and individuals. [Cnic.navy.mil](http://cnic.navy.mil) provides these links as a service to our users. When you follow a link to an external site, you are leaving cnic.navy.mil and are subject to the privacy and security policies of the owners/sponsors of the external site. [Cnic.navy.mil](http://cnic.navy.mil) does not control or guarantee the accuracy, relevance, timeliness, or completeness of information contained in a linked site. We also do not endorse the organizations or individuals maintaining sites that we link, any views they express, or any products/services they offer.

3. Children and Privacy on cnic.navy.mil

We believe in the importance of protecting the privacy of children online and do not knowingly contact or collect personal information from children under 13. Our site is not intended to solicit information of any kind from children under 13. To notify us of our receipt of information by children under 13, please contact us through the CNIC Support Center. Contact information can be found at http://www.cnic.navy.mil/CNIC_HQ_Site/SupportCenter/index.htm

4. Security of [cnic.navy.mil](http://www.cnic.navy.mil)

We take reasonable precautions to protect our site and information automatically collected by [cnic.navy.mil](http://www.cnic.navy.mil) or voluntarily submitted to [cnic.navy.mil](http://www.cnic.navy.mil). For example, we restrict access to information collected by or submitted to [cnic.navy.mil](http://www.cnic.navy.mil) to employees who access it to perform their official duties. Access to official CNIC accounts on third-party sites is limited to the staff who administer those accounts, and all official CNIC accounts are clearly labeled. We also utilize commonly used practices and technical controls to protect this information, along with [cnic.navy.mil](http://www.cnic.navy.mil) itself. These practices and controls include, but are not limited to, encrypting the transfer of personal information over the Internet via Secure Sockets Layer (SSL), using high-strength firewalls and intrusion detection systems (IDS) to safeguard personal information and maintaining strict technical controls and procedures to ensure the integrity of all data on [cnic.navy.mil](http://www.cnic.navy.mil). We periodically review our processes and systems to verify compliance with industry best practices and ensure the highest level of security for our website.

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