



Auditor of Public Accounts Internet Privacy Policy Statement Updated October 2025

Privacy Information

Thank you for visiting the Auditor of Public Accounts' (the Agency) website. The purpose of this Internet Privacy Policy Statement is to explain the types of information obtained about visitors to our website, how the information is obtained, and how the information is used.

It is the policy of the Commonwealth of Virginia that personal information about citizens will be collected only to the extent necessary to provide the service or benefit desired; that only appropriate information will be collected; and that citizens shall understand the reason information is collected and be able to examine their personal record which is maintained by the Agency.

This document explains how our Agency gathers information on its website and with whom and under what conditions the Agency shares this information. The following information is intended to explain our current Internet privacy practices but shall not be construed as a contractual promise. We reserve the right to amend our Internet Privacy Policy Statement at any time without notice.

In General

You do not have to provide any personal information to visit the website. This means that you can visit our website without revealing who you are or revealing any information about yourself. We collect personally identifiable contact information, such as name, electronic mail address, and U.S. mail address, only if voluntarily, specifically, and knowingly provided by you.

Virginia law requires that state bodies not collect personal information about citizens unless it is required to provide services for the citizen. When personal information is collected, it must be protected from unauthorized access, use, or disclosure, and we are required to provide a prescribed procedure by which you may learn the purpose for which information has been recorded and how the Agency will use and disseminate it.

Information We Collect

We endeavor to collect only the minimum amount of information needed to provide services. If during your visit to our website, you browse or download information, we automatically collect and store the following information about your visit:

1. the Internet domain and IP address from which you accessed our site;
2. the type of browser and operating system you used;
3. the date and time you visited this site;
4. the pages visited; and
5. if you linked from another website, the address of that website.

See also this policy's **"Cookies"** section below.

The information collected is used to improve the content of our web services and to help the Agency understand how people are using our pages. We analyze our website logs to continually improve the value of the materials available on our site. The information in our Web logs is not personally viewable, and no attempt is made to link it with the individuals that browse our website.

If, during your visit to our website, you send the Agency an e-mail message, we will collect the e-mail address and contents of the message. We may use this information to respond to you, to address issues you identify, to further improve our website, or to forward your message to another agency for appropriate action.

The Agency collects personal information directly from individuals who volunteer to subscribe to our services, complete forms, or participate in surveys. Collecting personal information is necessary for the Agency to deliver the services requested. We only collect, retain, and use personal information where we believe it is essential to our operations and to provide products, services, and other requested information.

Online Services

Though personal information may be required either by law or by the Agency to provide a requested service, in doing so we are subject to the requirements for administering information systems as established in the Government Data Collection and Dissemination Practices Act, Chapter 38 of Title 2.2 of the Code of Virginia. A different agency or entity, whose practices are not under our control, may regulate pages that appear after you click on a link. The Agency only collects, retains, and uses personal information when it believes it is essential, and allowed by law, to conduct operations and provide products and services.

Personal information that you provide to the Agency is safeguarded according to the laws of the Commonwealth of Virginia. The information that you provide through online surveys or forms is used to improve the online services that the Agency offers and to determine your level of satisfaction with the Agency's site and services. This information is not stored with any other records we may have of your interactions with the Agency.

Information Access

Any personal information that is collected and retained by the Agency is maintained in compliance with the Government Data Collection and Dissemination Practices Act, Chapter 38 of Title 2.2 of the Code of Virginia. The Agency does not share, sell or trade e-mail addresses, information collected on surveys, or any other information about individuals accessing the website to any entity except as provided for or required by Chapter 38 of Title 2.2 of the Code of Virginia, the Virginia Freedom of Information Act (FOIA), Chapter 37 of Title 2.2 of the Code of Virginia, or other law. Under FOIA, any records in our possession at the time of a FOIA request might be subject to being inspected by or disclosed to members of the public. If necessary, we may disclose user information if we have reason to believe that disclosing such information is necessary to identify, contact, or bring legal action against an individual who attempts, even unintentionally, unauthorized access to the Agency's information or to disrupt our website.

Use of "Cookies"

In certain applications, user information is stored as "cookies," which are then sent back and stored on your hard drive. Cookies allow the Agency to save the information that you input while progressing through an online transaction. If your browser is not configured to accept cookies, you will still be able to access the information on the website, but you may not be able to complete some online transactions. No user information is gathered through cookies except for that needed to run the specific application.

Security

We maintain security standards and procedures regarding unauthorized access to customer information to prevent unauthorized removal or alteration of data. We protect website records in accordance with our obligations as defined by applicable Virginia statutes, including, but not limited to, the Government Data Collection and Dissemination Practices Act, the Virginia Freedom of Information Act, and by any applicable U.S. federal laws.

Information Accuracy

We have established procedures to ensure that information is as accurate and current as is practical to enable the Agency to provide services to the Commonwealth. Although the Agency strives to maintain accurate information on this website, it also responds to requests to correct inaccurate information in a timely manner. Employee access to personally identifiable information is restricted to only those employees who need access in order to perform their assigned duties.

Contact Us

When visiting the site, we encourage you to contact the Agency at webmaster@apa.virginai.gov if you have any questions, comments, or concerns, or would like a return call. We will request your name, the subject of your question or comment, and your e-mail address or telephone number. This information is used solely to respond to your inquiry. If you would like the Agency to mail you materials, we will request your mailing address so that it may provide the appropriate materials. Personal information that you provide to the Agency is safeguarded according to the laws of the Commonwealth of Virginia.

Disclaimer

Our website may provide links to websites that are not controlled, maintained, or regulated by the Agency or any organization affiliated with us, and, as such, we are NOT responsible for the content of those websites. Use of information obtained from those websites is voluntary, and reliance on that information should only be undertaken after an independent review of its accuracy. Reference at those websites to any specific commercial product, process, or service by trade name, trademark, or otherwise DOES NOT constitute or imply endorsement, recommendation, or preference by us. The Agency tries to screen all sites included on its website but cannot control the content they possess. Any inappropriate information or links they have on their site that pertains to us, or our related activities, should be reported to us.

Unauthorized attempts to modify any information stored on this system to defeat or circumvent security features or to utilize this system for other than its intended purposes are prohibited and may result in criminal prosecution.