

**Anoka County Tennessee Warning Notice – Background Checks
under Minn. Stat. §13.04 subd. 2**

Anoka County is asking you to provide information which may include private information about you under the Minnesota Government Data Practices Act (MGDPA). Private data is that information which is available to you, but not to the public. Anoka County may not use your information for reasons other than the reasons listed on this form. Anoka County may share your information with individuals and agencies other than those listed on this form unless you consent in writing or a Court orders us to release the data.

I. Purpose and Intended Use

Information collected from you, or from other agencies or individuals authorized by you, is used to determine whether to hire you or otherwise allow you to provide a service or work on site at Anoka County. Anoka County asks for certain private information for the following purposes:

- To verify your identity and tell you apart from other people with the same or similar name.
- To decide if you are qualified to conduct work and/or provide services for the county.
- To determine if you will be permitted to have access to county facilities and work sites.

II. Right to Refuse to Provide Information & Consequences

You are not legally required to provide the information or to permit your employer/contractor to provide information to Anoka County. However, Anoka County may not be able to allow you to enter facilities or work on site you if the information is not provided. Failure to provide certain information may result in your inability to perform under certain contracts with the county. If you provide false information on purpose you may be investigated and charged with fraud.

III. Identity of Persons or Entities Authorized to Receive the Data

We may share the information provided with the following agencies or people who need the information in order to do their jobs, as allowed by state and federal law, including:

- Anoka County Purchasing and Facilities Management staff for use in background screening.
- Officials, administration employees, and other individuals authorized to receive the information.
- Anyone else to whom the law says we must or can give the information, including by court order.

IV. Your Rights Concerning Your Data

You may wish to exercise your rights as contained in the Minnesota Government Data Practices Act. These rights include:

1. The right to see and obtain copies of the background check report or other private data maintained on you.
2. The right to be informed as to the content and meaning of that data.
3. The right to contest the accuracy and completeness of that data.

If you have questions or concerns about Anoka County's handling of your private information, please contact the Anoka County ATTN: Ami Acker, 2100 3rd Avenue, Government Center, Anoka, MN 55303, (763) 324-1921.