

Appropriate Handling of Personal Information (Privacy Policy)

Public University Corporation Future University Hakodate (hereinafter referred to as “the university”) may collect, use and store personally identifiable information or easily refererencable information to other to identify individual (hereinafter referred to as “personal information”).

The university considers that we are socially responsible for handling personal information by complying with applicable laws and regulations relating to personal information protection, protecting personal information, respecting the basic human rights of individuals according to following policy based on “Personal Information Protection Regulations” prescribed separately.

■Collection of Personal Information

- The university shall clarify the purpose when the university collects personal information and conduct collection at minimum range to accomplish the purpose.

■Use and Provision of Personal Information

- The university shall only use collected information within the range of original purpose.
- The university shall never provide and disclose to the outside parties except in the following cases.
 - Cases in which personal information is treated in accordance with laws and regulations
 - Cases with the consent of the individual concerned.
 - Cases admitted as urgent necessity to protect life, body and property of an individual
- The university shall request affiliated/entrusted company to take necessary measures for appropriate operation and maintenance of personal information to prevent the leak of information.

■Appropriate Operation and Maintenance of Personal Information

- The university shall appropriately operate and maintain retained personal information and endeavor to prevent the leak, falsification, loss, damage, other accident, cracking and unauthorized access.
- The university shall immediately discard and delete retained personal information that became unnecessary.

■Request for Disclosure of Personal Information

- The university shall comply with a request for disclosure, correction and deletion on demand of the principal or an acknowledged proxy by the method specified by the university.