

## East Brookfield Public Library

### **Privacy, Subpoenas and Search Warrants Policy**

The East Brookfield Public Library strives to protect the privacy of library patrons to the fullest extent of the law. No confidential information on library patrons will be revealed to the authorities without presentation of a subpoena or search warrant.

The library will retain only as much information as required to provide services. Personal information on patrons will be discarded as soon as it is no longer needed. The library keeps no permanent record of Internet sites visited, electronic databases used or searches performed by patrons.

Some search warrants or subpoenas issued under the USA Patriot Act come with a “gag order” automatically attached, preventing staff from telling the patron or the public that information has been provided to the FBI.

**Revised/Accepted: 12/12/2016**

Adopted: 4/2006

**By the Board of Trustees of the East Brookfield Public Library**