

## **STAFF PRIVACY**

A staff member, like a patron, has an expectation of a certain level of privacy. Personal information like name, working schedule, phone number, home address, and interests may not be disclosed to patrons or the public in general. Within reason, authorized Library staff, such as Administration and supervisors, can be given some personal information, such as name and working schedule, on a currently-employed staff member. If government agents ask for information on a staff member, Administration should be notified immediately before any personal information is disclosed.

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