

STATEMENT OF CONFIDENTIALITY POLICY OF THE CONSEIL DE LA JUSTICE ADMINISTRATIVE

Thank you for visiting the site of the Conseil de la justice administrative and for becoming acquainted with its confidentiality policy.

SECURITY LOGGING TABLE (COOKIES)

This site does not place a security logging table (*Cookie*) in the hard discs of the computers of its visitors, but only a temporary file required to facilitate browsing. This temporary file is automatically deleted when the visitor leaves the site.

AUTOMATICALLY TRANSMITTED INFORMATION

Like when you access to any site, You must know that as soon as you access the www.cja.gouv.qc.ca, site, an exchange of information takes place, automatically and without any intervention on your part, between you computer and the council access provider (Réseau Internet Québec). The following information, which does not allow you to be identified, is then exchanged:

1. The name of the Internet field (for example, “xyzcompagnie.com” if you use a private Internet account, or “université.edu” if your access is through a university), and your IP address (an IP address is a number automatically assigned to your computer by your Internet access provide every time you browse the Web) by which you access our site;
2. The type of browser and operating system used to access our site;
3. The date and time when you access our site;
4. The pages you visit;
5. If you reach our site from another site, this other site’s address (reference site).
6. A code of success (success or failure of the request)

This information is only gathered because of the technological requirements inherent to browsing the Internet. This exchange of information is necessary so that the server can pass on to you a file compatible with the equipment you use. The information the Council does retain is what it needs to count the number of visitors, the pages most frequently visited, the technology used by the site’s clientele, the reference sites and the internet’s’ country of origin.

IF YOU TRANSMIT PERSONAL INFORMATION

We would like to draw your attention to the fact that **the information transmitted is secure only when the transmission is made via the FORMS provided on our site (SSL security protocol) in order to avoid any falsification, misappropriation or deterioration.** Since the security of the information transmitted by **e-mail** is not assured we urge you not to communicate personal data in this manner but instead to use one of the forms available on the site:

Form [“File a complaint directly”](#) ;
Form [“One-line Questions and Answers”](#)
Form [“Comment Box”](#)

If you choose to transmit personal information by e-mail or by completing a form and submitting it to us through our site, the Council team will then only use what information it needs to answer your message or to act on your complaint. Electronic messages are processed with the same confidentiality measures as regular mail.

The personal information transmitted is only communicated to other government agencies if this communication is required by law. This information is never transmitted to private organizations.

However, the [Rules regarding the complaint process](#) adopted by the Council provide that a complaint referred to the Council is forwarded to the person it concerns. Moreover, if an inquiry committee is set up as a result of your complaint, the confidentiality of the information gathered is no longer protected, since the inquiry is public.

[LINKS TO OTHER SITES](#)

Our site proposes links to other sites. The linked site is then presented in a new window. Please note that in such cases the information exchanged is no longer subject to our confidentiality policy but rather to that of the linked site.

If you have any comments or questions, you may use any time you need it, the [Comment box](#) appearing on our site.