

November 23, 2004

Revised ERS Confidentiality Policy

The Employer Record System (ERS) Confidentiality policy has been revised. The policy now reads:

Revised ERS Confidentiality Policy

Information contained in the Employer Records System (ERS) or extracted to the Job Center Systems Data Warehouse (JCSDW) can be shared with other Job Center partners. Information may **not** be shared or released to other employers, individuals, groups, or agencies.

Mailing label lists or mailing address lists can be produced using ERS data for use by the Job Center as well as outside groups with an interest in serving the business community (e.g., the Chamber of Commerce, Convention and Visitors Bureau, etc.) and **are** an appropriate use of the data. Information shared with outside groups will not involve any fees or charges to those groups.

Unauthorized release of information is a violation of Department of Workforce Development, Division of Workforce Solutions (DWD-DWS) policy and could result in the suspension of Employer Record System access privileges. In addition, unauthorized release of information by employees of the DWD is a violation of work rules and could result in disciplinary action.

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This message has been posted to the web site (<http://www.wisconsinjobcenter.org/erswjos>) that holds the WJOS/ERS announcements. The archive holds the current edition, and all previous editions.

These editions are delivered in Adobe PDF format for on-line reading or downloading. The web site has a link to the DWD Viewers Download Page (<http://www.dwd.state.wi.us/viewers.htm>) to find links to software which may be necessary to view the publications.

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