

# CALIFORNIA ROAD CHARGE FOUR PHASE DEMONSTRATION

## Privacy Policy

### What is 'Personally Identifiable Information' and why is it needed?

Personally identifiable information ("personal information" or "PII") is any information about a person which, on its own or when combined with other information, is reasonably capable of revealing the identity or activities of that person. Personal information includes items such as residential or mailing address, telephone number, email address, account numbers, geolocation or trip details, and similar information associated with a specific person.

All Demonstration Participants will be asked to provide a minimal amount of personal information to Demonstration Team members, as set forth in this Policy to accurately setup and manage accounts during the California Road Charge Phased Demonstration. Demonstration Team members are third-party research and business partners supporting Caltrans for this Demonstration. No PII will be provided to or accessed by Caltrans or other State of California employees.

### Collection and use of your personal information

The following personal information is needed to set up and properly manage your Road Charge Phased Demonstration account:

- Your first and last name
- Your email address
- Your telephone number
- Your residential zip code
- Your unique account number assigned by the Demonstration Team and Business Partner to identify you as a participant in the Demonstration
- *(If participating in Phase 1 or Phase 2)* Vehicle Year, Make, Model, and Fuel Type of the vehicle(s) you wish to enroll in the Demonstration
- *(If participating in Phase 1 or Phase 2)* Vehicle Identification Number (VIN) for the vehicle(s) you wish to enroll in the Demonstration
- *(If participating in Phase 1)* Your mailing address (street address, city, state, and postal zip code) to ship you a physical Mileage Reporting Option ("MRO")
- *(If participating in Phase 1)* Your vehicle trip geolocation details collected from the physical MRO, used to calculate miles traveled

Additionally, you may be asked by the Demonstration Team to participate in surveys or focus groups. These surveys or focus groups will allow you to provide comments relative to the demonstration as well as any attitudes towards transportation or specifically road charge. To support this, some socioeconomic information will also be collected:

- Age Range
- Income Level
- Gender
- Ethnicity
- Education Level

Any socioeconomic information captured for the surveys and focus groups will not be used to monitor or report attitudes or survey results from one individual participant.

Occasionally, we may use your personal information to contact you or send important notices about your account, or changes in the Road Charge Phased Demonstration, or changes to the Participant Agreement or this Privacy Policy.

Depending upon which Demonstration phase you are selected to participate in, additional personal information may be collected and used by your assigned Business Partner(s), but only with your clear, express written approval. If this situation applies to you, you will be provided with more detail about the collection and use of your personal information by your assigned Business Partner during the enrollment and onboarding process.

## **Collection and use of non-personal information**

We may also collect and use data that does not reveal the identity, activities, or contact details of any specific person. This non-personal information and data (“NPI”) can be collected, used, transferred, and disclosed to third parties. Below are some examples of NPI and some examples of how NPI might be used:

- We may collect and share total aggregated miles driven from all participating vehicles living in a certain region of California, so that policymakers can better understand how a road charge might impact drivers differently, depending upon where they live.
- We may collect anonymized travel data (such as miles, fuel consumption, geolocation, and vehicle status information), to further analyze how vehicles travel in varying geographic regions within California.
- We may collect data on road charges calculated for varying vehicle makes and models, to gain insight into how a road charge system compares against the gas tax system.

None of the NPI will be reported on a single road user or vehicle. All information reported will be made anonymous (i.e. specific vehicle or road user information removed), and aggregated (i.e. combined with other road user and vehicle information for a given period of time).

## **Disclosure of personal information to Third Parties**

In order to carry out the California Road Phased Demonstration and achieve its objectives, we may make certain personal information available to authorized public agencies or private companies to provide services in support of the Demonstration, to setup and manage your road charge account, to process your mileage reports, to activate and manage MROs and the resulting data, to provide participant support services, and to conduct surveys and focus groups for research and evaluation purposes. Authorized third-party agencies and companies are legally required to adhere to this privacy policy and protect your personal information and will not disclose any personal information once the demonstration has concluded.

## **Your right to inspect your information and records**

You have the right to view all of your personal information and data collected and stored as part of the California Road Charge Phased Demonstration to ensure only information and data you have authorized is being collected. To view your information, please contact the Demonstration Support Team or your assigned business partner.

Demonstration Support Team:

[info@caroadcharge.com](mailto:info@caroadcharge.com)

(833) 651 - 1281

Business Partner(s):

Contact information for your assigned Business Partner can be found in your enrollment and onboarding instructions.

If you notice anything in your personal information that seems to be a mistake, you may request a review and a prompt correction of any errors discovered will be made.

**Retention of your information and records**

PII that is collected to setup and manage your road charge account, including mileage and other data collected during the demonstration, will be destroyed 30 days after the conclusion of the California Road Charge Phased Demonstration. NPI may be retained indefinitely.