This document and any attachments are superseded by Comptroller's Handbook - Consumer Compliance - Other Consumer Protection Laws and

Children's Online Privacy Protection Act Worksheet for Notices

Website Notice (16 CFR 312.4)

1.	A link is posted on the website to a notice of the financial institution's information practices with regard to children. [16 CFR 312.4 (b)].	
2.	The link to the notice is clearly labeled as a notice of the website's information practices with regard to children, and is placed in a clear and prominent place on the home page of the website and at each area on the website where a child directly provides personal information [16 CFR 312.4(b)(1)].	
3.	The notice states:	
	• The name, address, telephone number, and e-mail address of any operator who collects or maintains personal information from a child through the website [16 CFR 312.4(b)(2)(i)];	
	• The types of information collected from a child and whether the information is collected directly or passively [16 CFR 312.4(b)(2)(ii)];	
	• How such information is or may be used [16 CFR 312.4(b)(2)(iii)];	
	• Whether such information is disclosed to a third party and, if so, determine whether:	
	— The notice states the types of businesses engaged in by the third parties;	
	— The purposes for which the information is used;	
	 The third parties have agreed to maintain the confidentiality, security and integrity of the information; and 	
	 That a parent has the option to consent to the collection and use of the information without consenting to the disclosure; [16 CFR 312.4(b)(2)(iv)]; 	
	• The operator is prohibited from conditioning a child's participation in an activity on the disclosure of more information than is reasonably necessary to participate in such activity [16 CFR 312.4(b)(2)(v)]; and	
	• A parent can review and have deleted the child's personal information; and	
	 Refuse to permit further collection or use of the child's information; and 	
	— States the procedures for doing so [16 CFR 312.4(b)(2)(vi)].	

Electronic Banking Questionnaire Yes No 4. The notice to a parent States that the operator wishes to collect information from the child. Includes the information contained in the §312.4(b) website notice (see step 3 above) [16 CFR 312.4(c)(1)(i). If §312.5(a) applies, states that the parent's consent is required for the collection, use and/or disclosure of such information and states the means by which the parent can provide verifiable consent to the collection of information. [16 CFR 312.4(c)(1)(ii). Includes additional information as detailed in the regulation if the exceptions in §312.5(c)(3) and (4) apply. **COMMENTS**