**Process for the collection and publication of PII to the Mozilla new hire blog (effective September 17th, 2012)**

* HR Coordinator emails new hires, prior to or following their date of hire, the following request:

*Hi (first name),

Here is the list of questions I told you about. We are launching a* ***public blog*** *with the new faces that start at Mozilla each week or so.  We'd like to include your name, photo, and answers to some fun questions.  Responding and participating is completely voluntary.  If I don't hear back from you, I will not place ANY of your personal information on the blog.  If you would like to participate, here's what I need....*

 *\*Can you provide me with a photo; it can be informal and represents you in the purest sense.

Name:
Name you will use at Mozilla:
Sounds Like:
Your Super Power (Something you're really good or enjoy):
Craziest thing you ever ate:
Person who inspires you the most, living or dead:
Book you're reading now:*

* Provided the employee responds with the requested items, a member of the Mozilla Communications Team or People Team posts this content to the Mozilla New Hire blog (URL TBD).
* An email is sent out to all Mozillians at least once/week announcing the addition of the new hire content for the prior week.
* The email provides recipients with the blog URL. It is not available any other way (meaning it does not live publicly as part of the Mozilla main blog page).

Author: Mardi Douglass, Internal Communications Manager October 1, 2012.