

## **Privacy Statement for District 9790**

### **District 9790 Privacy Policy**

This policy sets out how District 9790 uses your personal information and explains:

- \*What kind of personal information District 9790 collects and how it is collected
- \*How District 9790 uses the information you provide
- \*Disclosure
- \*How District 9790 treats sensitive information
- \*Management and security of personal information
- \*Updating personal information
- \*Seeking access to the personal information District 9790 holds about you

This policy applies to all sites that form part of the website of District 9790. For a list of all such sites or to find out more about these sites, visit [www.rotary9790.org.au](http://www.rotary9790.org.au).

District 9790 is bound by the National Privacy Principles contained in the Commonwealth Privacy Act. District 9790 may, from time to time, review and update this privacy policy statement to take account of new laws and technology and changes to its operations. Please visit the Website periodically, to check for updates. All personal information held by District 9790 will be governed by its most recent policy, posted on the District 9790 Website.

### **What kind of personal information District 9790 collects and how it is collected**

District 9790 collects personal information from Rotarians who are members of clubs comprising District 9790, and from representatives of the clubs to which these Rotarians belong. In general, the personal information District 9790 collects includes (but is not limited to) name, address, contact details, gender, membership classification, Rotary International membership number, partner's name, club connection, the date joined Rotary and level of Centurion contributions. Personal Information you provide: We store the personal information you enter on the District 9790 Website or give to District 9790 in other ways. We obtain most personal information through the District 9790 membership registration process and updates to membership details. Indirect collection: District 9790 endeavours to collect personal information about an individual only from that individual. In some circumstances District 9790 may obtain personal information from a third party. If you provide personal information about another person to District 9790, District 9790 requires that you inform that person you have done so and provide them with a copy of this policy.

### **How District 9790 uses the information you provide**

District 9790 may use information it collects from you for the primary purpose for which it is collected and for such other secondary purposes that are related to the primary purpose of collection.

District 9790 generally uses personal information to:

- \*Help District 9790 manage and enhance its activities and programmes;
- \*Communicate with you;
- \*Provide you with ongoing information about opportunities and programmes in which District 9790 believes you may be interested;
- \*Give you the opportunity from time to time to receive email and 'e-newsletters' from District 9790.

In most cases where District 9790 asks you to provide information about yourself, if you do not provide District 9790 with that information, District 9790 will not be able to provide you with the requested activity or programme.

## **Disclosure**

District 9790 retains web site usage information about visitors to District 9790. For this purpose, District 9790 will keep information for statistical purposes only.

## **How District 9790 treats sensitive information**

"Sensitive Information" means information relating to a person's racial or ethnic origin, membership of political bodies, religion, membership of a trade union or professional or trade association, sexual preferences, criminal record and health. District 9790 does not obtain 'Sensitive Information' within the meaning of the Act.

Management and security of personal information.

The District Secretary, or any other person appointed by the District Governor of the day, is responsible to oversee the management of personal information in accordance with this policy and the Commonwealth Privacy Act. District 9790 protects the personal information District 9790 holds from misuse, loss, unauthorised access, modification or disclosure by various means including user names, pass word access, and secure servers.

Updating personal information

District 9790 endeavours to ensure that the personal information it holds is accurate, complete and up-to-date. You can update your District 9790 membership information via the appropriate page on the District 9790 Website.

You can generally update personal information that is not membership information on the website of District 9790 where you submitted that information. Where personal information is no longer required by District 9790, i.e., on termination of membership, it will be destroyed or de-identified.

Accessing to the personal information District 9790 holds about you

You have the right to seek access to the personal information held about you and to advise District 9790 of any inaccuracy. There are some exceptions to this right set out in the Privacy Act. If you make an access request, District 9790 will ask you to verify your identity and specify what information you require.

## **Membership information:**

District 9790 Members can access the membership information District 9790 holds about them at any time via the "Change Details" section on District 9790 Website.