

NANAIMO PICKLEBALL CLUB

PRIVACY POLICY

1. POLICY STATEMENT

This Policy affirms Nanaimo Pickleball Club's commitment to collecting, using and disclosing personal information responsibly.

2. CONTEXT/BACKGROUND

The use of an individual's personal information is respected and governed by the BC Personal Information Protection Act (PIPA) and the desire of Nanaimo Pickleball Club to uphold an individual's right to that degree of protection.

3. APPLICATION

Nanaimo Pickleball Club may collect personal information from members and other individuals for purposes that include, but are not limited to:

- Registration
- Communications
- Sales, promotions and merchandising
- Travel arrangement and administration
- Medical emergency contacts and emergency reports

4. ROLES AND RESPONSIBILITIES

Nanaimo Pickleball Club is obligated to abide by PIPA in all matters involving the collection, use, and disclosure of personal information.

Nanaimo Pickleball Club will not require members to consent to the use of, the collection of, or disclosure of personal information beyond that which is required to fulfill the specified purpose of the service.

Nanaimo Pickleball Club will not disadvantage any member or other individual who initiates a complaint with respect to this Policy.

5. IMPLEMENTATION

Nanaimo Pickleball Club will communicate this policy to its Board, relevant volunteers, and its general membership.

Personal information that has been used to make a decision about an individual will be maintained for a minimum of one year in order to allow the individual the opportunity to access the personal information.

Upon written request, individuals may be informed of the existence, use, and disclosure of their personal information and will be given access to that personal information. Individuals are also entitled to be informed of the source of the personal information and provided with an account of third parties to which the personal information has been disclosed. Unless there are reasonable grounds to extend the time limit, requested personal information will be disclosed to the individual, at no cost to the individual, within thirty (30) days of receipt of the written request. Individuals may be denied access to their personal information if the information contains references to or from other individuals. Personal information will be retained as long as reasonably necessary to enable participation in Nanaimo Pickleball Club programs, events, and activities, and in order to maintain historical records as may be required by law or by governing organizations. After the retention period has ended, physical documents will be destroyed by way of shredding and electronic files will be deleted in their entirety.

6. RESULTS

The privacy of individuals is protected and disclosure of personal information is in accordance with the BC PIPA.

7. COMING INTO FORCE

This policy shall come into force May xx, 2023