

#### **Aspley Camera Club Inc**

#### **Privacy Policy**

#### 1 Commitment

Aspley Camera Club Incorporated ('the Club') is committed to adhering to the legislative principles relating to the privacy of its members and other individuals.

### 2 Collection of your personal information

There are many aspects of the Club's website which can be viewed without providing personal information, however, for access to the competition and membership features of the Club's website you are required to submit personally identifiable information. This may include but is not limited to a unique username and password; and personal contact information such as your name, address, email address and contact phone numbers.

In addition to the Club's collection of personal information, members entering Club competitions are required to use the My Photo Club website. My Photo Club also collects personal information and has its own privacy policy which can be found at: <a href="https://myphotoclub.com.au/privacy/">https://myphotoclub.com.au/privacy/</a>

The Club's website may contain links to other websites. This privacy policy does not apply to those websites. Please refer to the privacy policy for each website that you visit.

Whilst every effort is made to secure your information, the Club cannot guarantee the security of information stored on its website or other platforms about you, or information that you may upload or post on them.

## 3 Sharing of your personal information

The Club will not intentionally share your personal information with a third party without your consent other than if absolutely necessary to provide a service to members; or if required to do so by law. The Club will take reasonable steps to ensure that any such organisation/person in receipt of your personal information is bound by confidentiality and privacy obligations in relation to the protection of your personal information.

Members may choose how much of their personal information is shared with other members through the Profile page on the Club's website.

### 4 Use of your personal information

Your personal information will only be used for genuine Club purposes connected with your membership of the Club, e.g. for Club competitions and other Club events and activities.

Members' records may be retained for a period beyond the cessation of membership. Such records will be held by the Club Secretary.

#### 5 Changes to this Privacy Policy

The Club may review this Privacy Policy from time to time and reserves the right to make amendments to it at any time. Any changes will be notified to all members by way of an email to the address recorded in the Register of Members. Members are required to keep that email address up to date.

# 6 Accessing Your Personal Information

You have a right to access your personal information held by the Club. If you would like to do so, please contact the Secretary in writing.

By accessing your profile you can access and view all information stored on the Club's website about you. If you wish to have your information corrected, then simply lodge a written request with the Secretary. The legislation under which the Club is incorporated requires certain information to be kept.

#### 7 Your uploaded images and results information

This information is stored on the My Photo Club site. The images are retained for purposes of managing the competition you entered and the production of a results catalogue. Images may be used by the Club on its website, in its newsletter, in other competitions that the Club enters, and on social media.

#### 8 Images of you

A member who appears in an image created by another member and who does not want that image published by the Club on its website, in its newsletter, in other competitions that the Club enters and on social media, may notify the Secretary in writing of their request. The Secretary will pass on that request to the Club officer in charge of those functions.

### 9 Contacting you

The Club may contact members by email to the address recorded in the Register of Members or occasionally by phone as appropriate relating to Club business and activities.

# 10 Contacting the Club

If you have any comments about this policy or its implementation, please send them to the Secretary at: <a href="mailto:admin@aspleycameraclub.org.au">admin@aspleycameraclub.org.au</a>

This policy was approved by the Management Committee on 6 March 2024