

## WHITEHORSE CYCLISTS

<b>POLICY</b>	<b>PRIVACY</b>
<b>DATE</b>	<b>FEBRUARY 2022</b>

### **Purpose:**

The purpose of this policy is to ensure that Whitehorse Cyclists Inc. (WHC) is committed to the protection of personal information.

### **Statement:**

It is the policy of WHC that all personal information whether it be members, visitors or other third parties is kept in compliance with all relevant legislation and the Victorian Information Privacy Act 2000 (Vic).

All members and service providers acting on behalf of WHC will protect the privacy of information provided to WHC by its members, visitors, suppliers and other third parties.

This means that we will:

- only collect personal information that is necessary for fulfilling our functions of operating a cycling club.
- be open and transparent in the way we collect information.
- only use or disclose information in ways that are consistent with our expectations or are required in the public interest.
- not sell or release personal information to any unrelated third party unless required by law.
- take all reasonable steps to ensure the personal information we hold is accurate, complete, up to date and securely stored.
- allow you to access the information we hold about you. Any such requests may need to be put in writing.
- deal with you anonymously, if requested however this may restrict our ability to meet your needs.