



# Privacy Policy

VERSION 1

June 2012

## **1.0 Introduction**

The Brisbane Churches Touch Association Incorporated (BCTA) has developed this Policy to ensure compliance with the *Privacy Act 1988* and with the National Privacy Principles. It applies to all personal information collected by the BCTA, whether in electronic or hard-copy format.

## **2.0 What is Personal Information?**

Personal information is information that identifies, or could identify, a person. It includes name, birthdate, address, email, bank account details, photographs, etc.

## **3.0 Who Does This Policy Apply To?**

By registering with the BCTA, all players consent to our Privacy Policy. All Committee Members are also required to abide by this Policy.

## **4.0 Why We Collect Information**

The BCTA collects personal information for the purposes of, inter alia, registering and insuring players, managing competitions, undertaking business transactions, improving the services offered to its members and to facilitate communication with its members.

## **5.0 How We Protect Your Information**

Any private information is stored electronically, password protected, and only available to BCTA committee members.

## **6.0 How Will My Information Be Used?**

From time to time the BCTA may be required to distribute personal information to other organisations (eg insurance companies). We will only distribute the minimum information required, only for the designated purpose, and only to organisations with equivalent privacy policies in place.

## **7.0 Accuracy and Breaches**

The BCTA makes every effort to ensure the accuracy of its information. Members may verify any information held about them at any time.

Should any member believe that a breach of this policy has occurred they should contact the BCTA who will investigate the claim and apply the appropriate remedy.

## **8.0 Updates**

Any changes to this policy will be updated on the BCTA website in a timely manner.