

INFORMATION AND PRIVACY POLICY

NRSC adheres to the British Columbia *Personal Information and Protection Act*¹ (“the Act”) which sets out how all private sector organizations (including non-profit societies) must handle the personal information of the public. The *Act* sets out principles of fair information practices that in turn form ground rules for the collection, use and disclosure of personal information.

All internal documents are the property of the Club and the Directors should approve requests for this information.

“Personal Information” means information about identifiable individuals including their name, age, gender, address(es), phone number(es), fax number(s), email address(es), medical information, occupation, education, interests, preferences, personal profile, personal identification numbers including medical card, driver’s license, social insurance, or credit card numbers), and any other information which is reasonably regarded as private.

The Club will collect and use Personal Information from its members that directly relates to or is necessary for a Club program or activity and may collect, use, and/or disclose Personal Information to:

- Register Club membership;
- Collect dues;
- Register Members for Club programs or activities;
- Post lists of participants, volunteers, and officials for Club programs or activities;
- Send Club newsletters, bulletins, and announcements to Members;
- Collect necessary, relevant medical information for safety purposes;
- Contact appropriate people in case of emergency;
- Obtain the consent of guardians for their children to participate;
- Protect the Club and its Members, agents, or employees, from legal liability.

Consent

Each applicant for Club membership or participation in a Club program or activity must give informed consent to the collection, use, and disclosure of Personal Information in accordance with purposes stated in the Privacy Policy and any additional purpose stated or obvious at the time consent is given as follows:

- Each applicant named in an application who is capable of giving consent must give consent by signing the application; and
 - a guardian of any minor applicant named in the application who is incapable of giving consent must give consent by signing the application on behalf of the minor;
- An individual is deemed to consent to the Club’s collection, use, and disclosure of Personal Information if, at the time of deemed consent, the purpose for collection, use, or disclosure of Personal Information would be obvious to a reasonable person, and the individual voluntarily provides the personal information to the Club for that purpose;
- Anyone may withdraw consent to the collection, use, or disclosure of his or her Personal Information, provided however that:

¹ Office of the Information and Privacy Commissioner for British Columbia (October 2015). *A Guide to BC’s Personal Information Protection Act for Businesses and Organizations*. Retrieved August 9, 2018 from <https://www.oipc.bc.ca/guidance-documents/1438>

- the Club may, upon withdrawal of consent, and following notice to the member, cancel the individual's membership in the Club or deny the individual the right to participate in a Club program or activity;
- Despite withdrawal of consent, the Club may retain, use, and disclose such Personal Information as is allowed by law to protect the legal interests of the Club or its Members, agents, or employees; and
 - the Member may not withdraw consent if the withdrawal will frustrate performance of a legal obligation.

The Club may collect, use, or disclose Personal Information without express consent if:

- The collection, use, or disclosure is clearly in the interest of an individual and the individual's consent cannot be obtained in a timely way;
- The collection, use, or disclosure is necessary for medical treatment of an individual who does not have the legal capacity to give consent; or
- The use is necessary to respond to an emergency that threatens the life, health or security of an individual.

The Club may collect, use, and disclose such Personal Information as may be reasonably necessary to:

- Protect the Club or Members from legal liability;
- Protect the Club or Members from fraud;
- Investigate a breach or anticipated breach of law;
- Enforce the Club's legal rights;
- Comply with the law, including giving compellable evidence; or
- Obtain legal advice.

The use of photos: Consent included in registration form and Communications Chair will also try to contact by email people in the image.