

Preserve Our Wrecks Kingston. (POW)

Privacy Policy and Practices

POW has made member privacy a high priority. We have a long-standing policy of protecting our members' privacy in all of our operations. POW has the responsibility to protect the confidentiality of any information stored or transmitted and to safeguard the use of information members may reasonably expect us to keep private. POW will maintain the confidentiality of personal information provided to POW and use it only to support member relationship with POW

In protecting your privacy rights, POW:

- Safeguards member information from unauthorised access.
- Honours member requests to remove their names from our telephone, e-mail, or mail solicitation lists.
- Strives to keep member records current and accurate.
- Collects, maintains and uses member information that is necessary to provide the most helpful and personalised services to meet member needs.
- Honours requests from members for information that POW has about them.
- Any information provided will remain strictly confidential. POW will never distribute, rent or sell e-mail addresses or other personal information to any third party

In support of our commitment to privacy, POW has developed a Privacy Code that adopts and follows the Canadian Standards Association Model Code for Protection of Personal Information – approved member information principles to guide business decisions and to earn our member's trust. These principles seek to balance the application of information age technologies with the privacy concerns of members:

Accountability

POW is responsible for personal information under its control and for designating individual(s) accountable for compliance with the following principles. The purposes for collecting personal information shall be identified at or before the time the information is collected.

Consent

The knowledge and consent of the individual are required for the collection, use, or disclosure of personal information, except where inappropriate. The collection of personal information shall be limited to that which is necessary for the purposes identified by POW. Information shall be collected by fair and lawful means. Limiting use, disclosure, and retention; Personal information shall not be used or disclosed for purposes other than those for which it was collected, except with the consent of the individual or as required by law. Personal information shall be retained only as long as necessary for the fulfilment of those purposes.

Accuracy

Personal information shall be as accurate, complete, and up-to-date as is necessary for the purposes for which it is to be used.

Safeguards

Personal information shall be protected by security safeguards appropriate to the sensitivity of the information.

Openness

POW will make readily available to individuals specific information about its policies and practices relating to the management of personal information. Upon request, an individual will be informed of the existence, use, and disclosure of his or her personal information and shall be given access to that information. An individual can challenge the accuracy and completeness of the information and have it amended as appropriate.