

Policy

Privacy and management of personal information policy

from February 2015

The privacy of your personal information is very important to us. In order for us to gain and maintain your continued support, we operate under a code of conduct, set out below.

By registering with us, you consent to our use of your personal information in accordance with this Privacy Statement. Any terms which are defined in the Terms and Conditions of Use, have the same meaning in this Privacy Policy.

WHY DO I NEED TO SUPPLY PERSONAL INFORMATION?

We require your personal information so that we can efficiently facilitate the matching of volunteer opportunities between volunteers and volunteer-involving organisations. We also require personal information to improve the services we provide to support volunteer-involving organisations and volunteers.

WHEN IS MY PERSONAL INFORMATION COLLECTED?

We collect your personal information when you register on the site, or when you supply any information to us by responding to a volunteer opportunity. In addition, we collect information when you correspond with us or use the Site.

Our server may also automatically collect 'additional information' about your use of our service. This information can be described as navigational data and comprises: browser type; IP address; the URL you come from and go to; links to other websites you click on; the pages you view on our Site and time spent on it; cookies; your domain type and service provider.

It is standard for many websites to collect this type of information in order to enable them to monitor usage of a website and improve website content and navigation.

WHERE WILL MY PERSONAL INFORMATION BE USED?

We will use the navigational data and information that we collect about your use of the Site by combining this with information we collect about other users to give us aggregated results (i.e. results which do not identify any individual) about the usage of the Site.

We do this to monitor Site usage, to improve the look, content and navigation of the Site and to improve the services we provide for volunteer-involving organisations. In order to improve our service we may use your personal information, such as your e-mail address, to request comments about your use of our Site.

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WILL MY PERSONAL INFORMATION BE GIVEN TO ANYONE ELSE?

We may give any personal information that you provide to us in relation to a particular volunteer opportunity to the relevant volunteer-involving organisation or volunteer.

We may also disclose your personal information to third parties where it is required by law, such as for law enforcement purposes or where there is a threat to a person's safety.

Our Site may from time to time contain links to other websites. We stress that these websites may have a different privacy policy to ours, and you should check this with them.

HOW DO WE KEEP YOUR PERSONAL INFORMATION SAFE?

Personal information received from you is stored on our servers. Our servers cannot be accessed by any person who is not authorised by us.

CAN I CORRECT OR UPDATE MY PERSONAL INFORMATION?

Once you have registered with us, you may at any time access and modify the personal information you provided in the registration form by visiting our profile update page. If your information is incorrect or out of date we ask that you correct that information.

We will also take reasonable steps to destroy or permanently de-identify personal information if it is no longer required. Information is never completely destroyed due to technical and accounting constraints, plus legal responsibilities that require us to retain some information.

CONTACTING US

It is in our interests to protect your privacy, so that we develop a long and trusted relationship with you. If at any time you have any questions regarding this Privacy Statement, the practices of this Site or dealings with this Site, you can contact:

State Manager
Ph. 03 62315550
admin@volunteeringtas.org.au

HOW WILL THIS PRIVACY STATEMENT BE UPDATED?

We strive to comply with the Privacy Commissioner's Information Privacy Principles in the National Scheme for Fair Information Practices in the Private Sector. We also intend to comply with industry privacy codes as and when they are developed.

If further privacy legislation and/or self-regulatory codes are introduced or our Privacy Statement is updated, we will summarise any modifications or enhancements in this section of our Privacy Statement.