

PROBUS CLUB OF TEMPLESTOWE VALLEY INC.

PRIVACY POLICY

The information collected in relation to members shall be held in accordance with the information privacy principles contained in the Privacy Act 1988. The club shall ensure that it complies with such information privacy principles and shall not disclose any such information, except in accordance with the provisions of the Privacy Act.

New Members

The following statement is included in the Application for Membership form, above the signature panel of the applicant –

I consent to my name, address, telephone number and e-mail being included in a “Members Details List” to be distributed only to members of the Probus Club of Templestowe Valley Inc., and in the club’s newsletter as appropriate and not distributed or sold to outside agencies. I accept that the information may be used by Probus South Pacific Limited for membership database in line with PSLPL Privacy Policy and the Privacy Act.”

Club Member Details List

The club publishes and distributes a Member Details List within the club. It is ensured that prior to publication that all members have given approval for inclusion. Members retain the right to request withdrawal of their personal details from this publication prior to printing and circulating to members.

A notice is included in the Member Details List stating -

“This document is intended only for the above members and contains information that is confidential. If you are not the intended recipient you are hereby notified that any dissemination, copying or use of any of the information is prohibited.

If you have received this document in error, please notify the sender immediately by E-mail and destroy the original document and message.”

Club Newsletter

An endorsement is included in the club newsletter stating –

“The information in this document is confidential and is intended only for the use of the above members. In certain cases it is legally privileged. If you are not the intended recipient, any distribution of this document is prohibited. If you have received this document in error, please advise immediately by return email.”

Welfare

Medical conditions should not be made available to any person or body without prior approval of the member concerned.

Medical cards are not the responsibility of the club or Tour Leader; they must remain the responsibility of individuals to keep current and to hold personally. Our insurers will not defend a claim of negligence against a club or member for not providing a medical card belonging to a member or guest in the case of an emergency.