

Denman Conservancy Association Privacy Policy

We do not and will not share, sell, trade barter or otherwise give information to any individual or group about our membership unless required by law.

Introduction

Denman Conservancy Association is committed to protecting all personal information that we collect. The Denman Conservancy Privacy Policy has been developed in compliance with British Columbia's Personal Information Protection Act ("PIPA"). PIPA sets out rules for how organizations such as Denman Conservancy can collect, use and disclose personal information. "Personal information" means information about an identifiable individual, such as someone's name, home address, social insurance number, sex, income or family status.

The Denman Conservancy Privacy Policy extends to all Denman Conservancy activities including:

- Denman Island Home and Garden Tour
- Birdathon
- Special Events and Meetings

Denman Conservancy collects personal information such as names, home mailing address, home phone number, e-mail address and workshop and program preferences to:

- Enroll you as a member of Denman Conservancy Association
- Enable you to pay for Garden Tour tickets
- Contact you in connection with events for which you have purchased tickets (including event confirmations, changes and cancellations)
- Notify you of upcoming talks and workshops

In addition, we collect your payment information only as necessary to help us efficiently perform sales and other transactions and to deliver the goods and services you have requested.

Denman Conservancy also collects employee personal information (including that of volunteers, contract employees and staff) which is used or disclosed solely for

the purposes reasonably required to establish, maintain, manage or terminate an employment relationship between an employee and Denman Conservancy. This may include information such as name, home address, educational history and employment history.

Obtaining Consent

Individuals are considered to have given implied consent for the use or disclosure of information, when the purpose for collecting, using or disclosing personal information is considered obvious and an individual voluntarily provides personal information for that obvious purpose. By becoming a member, donor and/or patron of Denman Conservancy, we believe you are demonstrating interest in Denman Conservancy, and we therefore believe it is reasonable that you would like to be informed about Denman Conservancy activities. Therefore, Denman Conservancy believes it is appropriate to contact you using the contact information you have provided. When the information to be used or disclosed is considered sensitive, express consent will be sought.

Limits on Collection, Use, and Disclosure

Information about members, patrons, volunteers, contract employees and staff of Denman Conservancy is a necessary part of our operation. Denman Conservancy will only collect, use and disclose personal information that is necessary to fulfill the purposes stated above. We will not share this information with others, sell, or rent it unless further consent is obtained, or unless required by law (such as in the case of a court order, subpoena or search warrant.)

PIPA requires that Denman Conservancy keep personal information used to make decisions directly affecting individuals for at least one year after the decision is made. Otherwise, information will be kept only as long as necessary to fulfill the purposes for which it was collected.

Protecting Personal Information

Denman Conservancy strives to protect your personal information by using appropriate security arrangements including:

- restricting access to information
- Using Zeffy as our payment processor for online payments, and
- using care in the disposal or destruction of personal information to prevent unauthorized parties from gaining access to the information.

Denman Conservancy will endeavor to keep information accurate, complete and up to date, however we will not routinely update information unless such a process is necessary to fulfill the purpose for which the information was collected. You may access your information and request information to be updated.

Questions or Concerns

If you have any questions or concerns about this privacy policy, please contact us at: denmanconservancy.org

or by mail at:

Denman Conservancy, P.O. Box 60, Denman Island, BC V0R 1T0

If you have a complaint related to Denman Conservancy's Privacy Policy or any of our procedures, please contact the Privacy Officer, Susan-Marie Yoshihara at the above address.

If we are not able to resolve your concern, or if you have any other concerns about Denman Conservancy's Privacy Policy, you may contact British Columbia's Privacy Commissioner. We will provide you with contact information upon request.

Policy updated November 18, 2024