



# Mount Petrie Bowmen Inc

ABN 98 134 918 412

## Privacy Policy

Mount Petrie Bowmen Inc (MPB) receives personal information from and about members and temporary members. This may be in the form of membership forms, applications, registrations or personal profiles. It may be provided direct from the member or from intending course participants, Archery Australia (AA), Archery Queensland (AQ), South Qld Archery Society (SQAS), another Registered Governing Body (RGB), or another club.

The term "Personal Information" in this privacy policy means any personal health information, or information from which your identity is apparent or can be reasonably ascertained.

MPB makes the following disclosure in accordance with the Privacy Act 1988 (Commonwealth) as amended:

- 1 Your personal information has been collected by MPB.
- 2 You may contact us –
  - a) by telephone on 0499 225 845  
OR
  - b) by email to [info@brisbanearchery.com](mailto:info@brisbanearchery.com)  
OR
  - c) by mail to –  
Mount Petrie Bowmen Inc  
PO Box 431  
Carina Qld 4152
- 3 Members have a qualified right of access to personal information (or, as parent/guardian, to their child's personal information) which MPB holds about the member. If a member (or parent/guardian) wishes to view their (or their child's details) they should contact MPB through the above details.
- 4 To protect your privacy and the privacy of others, we will need evidence of your identity before we can grant you access to information about you or change it.
- 5 Normally, MPB collects personal information for the following purposes, namely –
  - a) To compile a database of members' details, eg, names, contact details, gender, date of birth, details of medical condition(s), treatment option(s), to be used for treatment purposes, mailing lists and managing the financial status of members in accordance with the *Associations Incorporation Act 1981* (Queensland) and club needs.
  - b) To complete insurance documents
  - c) To compile statistics in a general format that can be provided for government departments, sponsors and grants bodies relating to participation numbers

- 6 Personal information will be maintained by office bearers of the MPB Management Committee and relevant information shall be provided to a AA, AQ, SQAS, RGB, or other Club official who can provide a justifiable and legitimate reason for obtaining such information, and such information is relevant to their responsibilities.
- 7 All information shall be kept private and will not be publicly available except for general information that does not identify individuals.

MPB regards privacy and confidentiality as important principles of its business.

This policy has been approved by the Management Committee of MPB on 29 April 2014. It will be reviewed annually.