

POLICY REGISTER

Handweavers, Spinners and Dyers Guild of Tasmania Inc.

PRIVACY POLICY	
Authority	Content
<p>Clause 18 <i>Handweavers, Spinners and Dyers Guild Constitution 2021</i></p> <p><i>Committee approval 10 October 2019</i></p> <p><i>Reviewed and approved 9 December 2021</i></p>	<p>Introduction</p> <p>The Handweavers, Spinners and Dyers Guild of Tasmania Inc., The Guild respects the right to privacy and is committed to safeguarding the privacy of customers and website visitors. The Guild adheres to the Australian Privacy Principles contained in the Privacy Act 1988 (Commonwealth). This policy sets out how personal information is collected.</p> <p>"Personal information" is information we hold which is identifiable as being about an individual.</p> <p>Collection of personal information</p> <p>From time to time the Guild will receive and store personal information entered onto the website, provided directly or given in other forms. The Guild may collect personal information electronically (such as via the web, email, or SMS) via paper forms, or in person. If received, personal information from third parties, will be protected as set out in this policy.</p> <p>How personal information is used</p> <p>The Guild will only use personal information provided, to communicate information and services to members. This could include awareness of new and additional products, services and opportunities available. It may use personal information to improve products and services and better understand members' needs.</p> <p>The Guild may contact members by a variety of methods including, but not limited to telephone, email, SMS or mail.</p> <p>Disclosure of personal information</p> <p>The Guild may disclose personal information to any of its employees, officers, insurers, when necessary. Personal information is only supplied to a third party when it is required for the delivery of the Guild's services.</p> <p>It may from time to time need to disclose personal information in order to comply with a legal requirement.</p> <p>Owing to the nature of the "cloud", data might be stored, processed in or transferred between parties located in countries outside of Australia.</p> <p>The provider of personal information, consents to the terms of this Privacy Policy and the types of disclosure covered by this Policy.</p>

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	<p>Keeping information secure</p> <p>The Guild will do everything reasonable to keep data safe. While it will do everything within its power to keep your data safe, providers should be aware that providing personal information, either via the internet or in person, is not without risk.</p> <p>Access to personal information</p> <p>Details of personal information held about a person can be requested in accordance with the provisions of the Privacy Act 1988 (Commonwealth).</p> <p>Complaints about privacy</p> <p>Any complaints about the Guild’s privacy practices, can be sent in writing to PO Box 163 Battery Point, Hobart, Tasmania, TAS 7004. Complaints are taken very seriously.</p> <p>Changes to Privacy Policy</p> <p>Changes can be made to this Privacy Policy from time to time by the Guild Committee. Any changes will be effective immediately once posted on Guild website and distributed to the Conveners of Guild Groups.</p> <p>Website</p> <p>The Guild website (https://hwsdguilddtasmania.org) uses cookies. Cookies are used to identify use of the website, including where users are from, the time of visit and what pages are viewed. This information is gathered to give a better website experience. It is possible to opt out of the use of cookies which may or may not affect website experience.</p>
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