PENINSULA CITY CHURCH

PRIVACY POLICY

Reviewed by Board on: May/June 2023

Next review: May/June 2024

INTRODUCTION

The Board of Peninsula City Church is committed to protecting the privacy of personal information which the organisation collects, holds and administers. Personal information is information which directly or indirectly identifies a person.

PURPOSE

The purpose of this document is to provide a framework for Peninsula City Church in dealing with privacy considerations.

POLICY

Peninsula City Church collects and administers a range of personal information for the purposes of ministry activities. The organisation is committed to protecting the privacy of personal information it collects, holds and administers.

Peninsula City Church recognises the essential right of individuals to have their information administered in ways which they would reasonably expect – protected on one hand, and made accessible to them on the other. These privacy values are reflected in and supported by our core values and philosophies and also reflected in our Privacy Policy, which is compliant with the Privacy Act 1988 (Cth).

Peninsula City Church is bound by laws which impose specific obligations when it comes to handling information. The organisation has adopted the following principles contained as minimum standards in relation to handling personal information.

Peninsula City Church will:

- Collect only information which the organisation requires for its primary function;
- Ensure that stakeholders are informed as to why we collect the information and how we administer the information gathered;
- Use and disclose personal information only for our primary functions or a directly related purpose, or for another purpose with the person's consent;
- Store personal information securely, protecting it from unauthorised access; and
- Provide stakeholders with access to their own information, and the right to seek its correction.