

Performance Agility Club of Edmonton

Privacy Policy

The Performance Agility Club of Edmonton (“PACE”) is committed to protecting your personal information that we collect throughout our business processes, in accordance with the Personal Information Protection Act and other applicable laws and regulations governing collection, use and disclosure of personal information (together “Privacy Laws”). “Personal Information” throughout this Privacy Policy means any identifiable information about an individual.

PACE’s privacy practices are in accordance with the following principles:

1. Accountability:

We have appointed a Privacy Officer to ensure compliance with our Privacy Policy.

2. Identifying Purposes:

We will use your Personal information for the following purposes:

- a. To protect the legal interests of PACE and its members;
- b. To develop and implement member programs;
- c. To offer PACE members certain benefits that may from time to time become available to them.
- d. Except as permitted by law, we will obtain your consent if we collect, use or disclose your Personal Information for purposes other than the ones outlined above.

3. Consent:

Your provision of Personal Information to PACE means that you agree and consent that we may collect, use and disclose your Personal Information in accordance with this policy; PACE’s services require that members provide certain personal information to us.

4. Limiting Collection:

We will not collect your Personal Information for purposes other than those identified above without your consent or except as provided for and in accordance with Privacy Laws.

5. Accuracy:

PACE is committed to ensuring that your Personal Information is as up-to-date, accurate and complete as necessary for the purposes for which PACE uses that data. You can correct any Personal Information which is inaccurate, incomplete or out-of-date by sending a written request to our Privacy Officer.

6. Safeguards:

PACE uses technical and organizational security measures in order to protect the Personal Information we have under our control against accidental or intentional manipulation, loss, destruction or against access by unauthorized persons. However, we cannot guarantee that the information submitted, maintained or transmitted by electronic means will be completely secure.

7. Openness:

If you have questions about the collection use or disclosure of your Personal Information by PACE, you may contact our Privacy Officer. Requests for access should be made in writing to the attention of the Privacy Officer at the address below.

8. Access:

PACE will respond to requests for access in accordance with applicable Privacy Laws. You may request access to your Personal Information at any time by submitting a written request to our Privacy Officer. PACE will require a fee in order to respond to an access request, such fee to be set from time to time by the Board. PACE will only refuse access to Personal Information in those circumstances permitted or required by applicable Privacy Laws. If PACE refuses access, it will provide the reasons for its refusal.

9. Challenging Compliance

If you are dissatisfied with PACE's handling of Personal Information, you may make a written complaint to the Privacy Officer. The Privacy Officer will investigate the matter and take corrective action where necessary. The Privacy Officer will report back to you and advise you of any steps take to correct the problem. If you are still dissatisfied with the response from PACE, you may make a written complaint to the provincial Privacy Commissioner.

Privacy Officer: Ms. Tannis Tupper

E-mail: pacenadace@paceagility.org

Address: 1060 Barnes Way, Edmonton, AB T6W 1E5