



presbyterian youth in victoria

privacy policy

Effective from 1/1/2004

An act of parliament, the 'Privacy Act 2000' has been passed which sets out new laws in relation to all personal information collected. Presbyterian Youth in Victoria (PYV), including the State Councillors and leaders, will comply with the new law in relation to the:

- collection
- quality
- openness
- anonymity
- use and disclosure
- security
- access and correction
- sensitivity

of the information we collect. For more information about the Act and PYV's Privacy Policy, please contact the PYV Privacy Officer or visit the Australian Privacy Commissioner's website at www.privacy.gov.au.

WHAT INFORMATION DO WE COLLECT?

Personal information may be collected in a variety of ways including; camp registration forms, activity indemnity forms, PYV mailing list, PYV e-mail list and website forms. The information collected may include names, addresses, email addresses, telephone and fax numbers, medical details, family details (including spouses, children, guardians & parents' details), forms of payment, and any relevant information taken for pastoral purposes.

WHAT DO WE DO WITH THE INFORMATION?

PYV will only collect personal information if it is necessary for us to conduct our mission and ministry as set out in *PYV Aims* and the *PYV Constitution* (amended 21/5/2003). From 2004, individuals will be notified of PYV's intended uses of the personal information at the time of collection. Personal information will be securely stored and not disclosed to other parties without the individual's consent. If you become aware that PYV is holding personal information that is no longer required, incorrect, or out of date, please notify PYV so that we can amend or delete the information. This will be done in a secure and sensitive way.

YOUR RIGHTS

If you would like to view your personal information or if you have any questions about the personal information PYV holds, please contact the PYV Privacy Officer in writing. If your concern is not addressed to your satisfaction, then forward your concern to the Christian Education and Nurture Committee of the Presbyterian Church of Victoria. If you still feel that your concerns have not been resolved, please forward your complaint directly to the Privacy Commissioner's office.

CONTACT PYV

If you wish to contact PYV or the PYV Privacy Officer, please visit www.pyv.org.au to obtain up-to-date contact details.

www.pyv.org.au

Our policy is based upon the Uniting Church NSW Synod Privacy Policy with thanks.