

# RCD FOUNDATION PRIVACY POLICY

This Privacy Policy should be read as part of the Site Terms, and definitions used in the Site Terms apply also to this Privacy Policy. The RCD Foundation recognises the importance of maintaining Your privacy to the extent it is able to do so, and is committed to complying with the Australian Privacy Principles contained in the Privacy Act 1988 and protecting the privacy of the Platform visitors and Users. By visiting the Platform, registering for the 'Your way any day' Event, making a donation or transaction through the Platform or registering with the Platform, You are agreeing with the RCD Foundation to the practices and uses of Personal Information (as defined below) detailed in this Privacy Policy. Your continued use of the Platform constitutes Your acknowledgement and agreement with the terms of this Privacy Policy.

## THE INFORMATION WE WILL COLLECT

The RCD Foundation will collect information from Users of the Platform that may enable those Users to be directly or indirectly identified (Personal Information). Personal Information may include the name, address, email address, telephone number, age and T-shirt size of the User, and the User's credit card details. This information will be used to:

- register Users with the Platform and populate the Platform's database;
- register Users as Participants in the 'Your way any day' Event;
- facilitate and complete the payment of registration fees for participation in the 'Your way any day' Event;
- facilitate and complete the payment of donations;
- facilitate and complete the payment for merchandise purchased through the Platform;
- issue receipts to Users for payments made by them through the Platform;
- send merchandise purchased on the Platform to Users;
- assist in the establishment and/or maintenance of a User's Personal Fundraising Page;
- provide information and updates about our activities and marketing to You (although a User may elect to opt out from receiving such information and updates from the RCD Foundation by expressly advising the RCD Foundation that it does not wish to have such information sent to him or her). Users providing Personal Information through the Platform consent to the use of that information for the purposes set out above. We will not use your Personal information for any purpose not identified in this Privacy Policy unless required by law to do so. Disclosure in accordance with the law may occur for the purposes set out in the Privacy Act 1988.

## ACCESS AND CORRECTION

Under the Privacy Act 1988, You have the right to:

- seek access to your Personal Information held by the RCD Foundation;
- ask us to update or correct your Personal information when it is inaccurate, incomplete or out of date;

- opt out of receiving direct marketing communications from us.

If You wish to access the Personal information that the RCD Foundation holds about You, please set out Your request in writing, and forward this to our Privacy Officer, using the contact details set out at the end of this Privacy Policy. To provide You with access to Your Personal information held by us on our current records, the RCD Foundation can provide You with a copy of the relevant Personal Information. We will not charge You for the cost of providing this type of access to these current records. If You are of the view that Personal Information about You is inaccurate or out of date, or if you have any other queries about access or correction, please contact our Privacy Officer using the contact details set out below.

## **REQUESTING DELETION OF DATA**

If you would like to request for your data to be deleted please email [info@rcdfoundation.org](mailto:info@rcdfoundation.org) citing your name and email address.

## **COMPLAINTS**

If You wish to make a complaint about how the RCD Foundation handles your Personal information, please contact us setting out Your complaint in writing and forward it to our Privacy Officer, using the contact details set out below. We will deal with all requests for access to Personal information or complaints as quickly as possible.

## **COOKIES**

The Site uses some cookies. You can set your browser to reject cookies but some parts of the Site may not function properly if the cookies are rejected.

## **CONTACT DETAILS FOR OUR PRIVACY OFFICER**

Post: The Privacy Officer, Robert Connor Dawes Foundation, 39 Royal Avenue Sandringham Victoria 3191. Telephone: 0419311506 Email: [liz@rcdfoundation.org](mailto:liz@rcdfoundation.org)

## **PERSONAL INFORMATION COLLECTION NOTICE**

This Personal Information Collection Notice should be read as part of the Site Terms, and definitions used in the Site Terms and in our Privacy Policy apply also to this Personal Information Collection Notice. By completing various fields in the Platform, You are providing Personal information to the RCD Foundation.

We collect Your Personal information for the purposes set out in our Privacy Policy. Your Personal Information is not provided to 3rd parties without your prior consent except in circumstances in which we are compelled by law to provide that information for the purposes of law enforcement.

Our Privacy Policy (set out above) contains information about how you may access Personal Information kept by us and seek correction of that information, as well as how to complain about a breach of the Australian Privacy Principles and how we will deal with any such complaint. If you have any queries about your Personal information or our Privacy Policy please address them to our Privacy Officer, whose contact details are set out in our Privacy Policy