



ORRA Privacy Policy

1. **PURPOSE:** The intent of this privacy policy is to establish guidelines for the Ontario Road Riders Association (ORRA) privacy practises to ensure that all ORRA Executives, Members and parties affiliated with Members, and the like, and all corresponding personal information is attained, utilized, retained and protected, and disseminated with the utmost security and protection of confidentiality. Said information will be protected against unauthorized access, disclosure, copying, use or modification.

2. **DEFINITIONS:**
 - a. “personal information” means information, either factual or subjective, about an identifiable individual that is recorded in any form including, oral, electronic, or written, without restricting the generality of the foregoing, any identifying number, symbol or other particular assigned to the individual, the views or opinions of another individual about the individual, the name of the individual where it appears with other personal information relating to the individual or where the disclosure of the name itself would reveal information about the individual. “Personal information” does not include a person’s name, title, website, telephone number, and the like, where that information is publicly available. For example: directory assistance, or the internet.
 - b. Member – any motorcycle oriented group/body of individuals, that have joined together as a club, association, society, fraternity, chapter of an association/club/group/society and the like, and who are interested in furthering the purposed of ORRA, it’s goals and objectives, as well as being current in their ORRA membership fees.

3. **SCOPE:** This policy applies to all Member group/associations/clubs/chapters/society, fraternity and the like, and specifically to their individual member’s personal information.

4. **LIMITING COLLECTION:** The collection of minimal personal information shall be limited to that which is necessary for the purposes identified by ORRA to successfully run ORRA. Information shall be collected by fair and lawful means and provided to ORRA by their Member clubs voluntarily.

5. **SAFEGUARDS:** Personal information shall be protected by security safeguards appropriate to the sensitivity of the information.