



PRIVACY STATEMENT

Introduction

The Brisbane Ukulele Musicians Society Inc (the Society) is committed to the protection of the privacy of all persons associated with its activities, including SPRUKE — Brisbane’s Ukulele Festival.

Purpose

The purpose of this statement is to outline the procedures and processes that will provide a framework for protecting the privacy of persons associated with the Society’s activities.

Context

The Society runs programs and events to provide for adults, young people and children with opportunities to learn to play the ukulele. In the development, implementation and evaluation of these programs and events a range of information is collected, stored and used for a variety of purposes.

General Principles

The Society’s Privacy Statement is based on the following five privacy rights: ‘The right information to the right people for the right reason in the right way at the right time.’

The Society will ensure that, with respect to personal information, it will:

- Collect only personal information that is necessary for performance of functions. Advise individuals that they can gain access to personal information. (Collection)
- Use and disclose personal information only for the primary purpose for which it was collected or a secondary purpose the person would reasonably expect. Use for secondary purposes should have the consent of the person. (Use and Disclosure)
- Make sure personal information is accurate, complete and up to date. (Data Quality)
- Take reasonable steps to protect personal information from misuse, loss, unauthorised access, modification or disclosure. (Data Security)
- Allow individuals access to their personal information and make corrections. (Access and Correction)
- Give individuals the option of not identifying themselves when entering transactions with organisations, if that would be lawful and feasible. (Anonymity)