



PRIVACY STATEMENT

Scope

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

The purpose of this statement is to outline the principles that provide a framework for protecting the privacy of persons associated with the Society's activities.

Context for Collection of Personal Information

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

Disclosure

Only committee members have access to the personal information collected by the Society. The Society will not disclose personal information to any third-parties.

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. (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 requires the consent of the person. (Use and Disclosure)
- Take steps each financial year to maintain the accuracy and currency of membership details. (Data Quality)
- Advise individuals that they can gain access to their own personal information. Allow individuals access to their personal information and make corrections. (Access and Correction)
- Take reasonable steps to protect personal information from misuse, loss, unauthorised access, modification or disclosure. (Data Security)
- Give individuals the option of not identifying themselves when entering transactions with organisations, if that would be lawful and feasible. (Anonymity)

Reporting Concerns

If you have concerns about privacy of personal information held by The Society, please contact The Secretary by email at secretary@brisbaneukulele.com or write to The Secretary at PO Box 1534, Stafford Q 4053.