

Privacy Policy

In common with most membership organisations, the University of the Third Age keeps records that contain sensitive information.

The reasons why U3A-SP gathers and stores private information are:

1. A range of government departments and authorities may require us to collect, record and pass on certain information; for example, as a condition of our funding, information is requested by ACFE and by U3A Network Victoria.
2. U3A-SP collects and records the names and postal addresses of their members and whether they are financial. Other information collected includes phone numbers, email addresses and emergency contact information. U3A-SP does not collect health related information.

U3A-SP limits access to members' information to committee members, course leaders and administrative staff and to emergency services if necessary.

Contact details of tutors and committee members are available to members and persons enquiring about membership subject to the consent of the tutor or committee member concerned.

Information is stored on a single database that is password protected. Access to the password is strictly limited.

All reasonable steps are taken to ensure that information in documentary form is kept secure and confidential.

September 20th 2013