

Privacy Policy 2011

The Tropical Fruits Incorporated respects the rights, privacy and personal freedom of all members and guests. The upholding of personal privacy, discretion and respect of diversity and lifestyle are central to the operation of the Tropical Fruits Inc. As a regional community group, The Tropical Fruits endeavours to protect the privacy and anonymity of our members and guests at all times. This Privacy policy covers all information collected by The Tropical Fruits Inc in the course of its activities and is relevant to all sectors of the organisation, its Management Committee, staff and volunteers.

The Act: Privacy Amendment (Private Sector) Act 2000

The Privacy Amendment (Private Sector) Act 2000, which amends the Commonwealth Privacy Act 1988, sets out the rights and responsibilities of the public and the organisations with which they interact (excluding staff and volunteers). Tropical Fruits strictly complies with all relevant stipulations of this Act.

Why and What information is collected?

Tropical Fruits collects only that information which is essential to its operation, in order to provide all guests and volunteers with the fruitiest of service. The activities requiring information collection include membership, volunteering, ticket purchasing and conduct of events. All information collected is provided by members and guests, and is only used with consent. This information includes;

- Personal information, including your full name, date of birth, gender, address and other contact details
- Skills and interests
- Previous experience with the organisation
- Ticketing details

What information is stored?

The Tropical Fruits Inc stores only information that is current and relevant to the provision of services. All personal information is stored and used discreetly and safely, including ensuring protection from misuse, loss, unauthorised or unnecessary access, alteration or disclosure. Tropical Fruits will take all reasonable steps to ensure that personal information stored is as appropriate, accurate and as current as possible, however the responsibility for updating details remains with our members and guests. Archives of personal details are stored securely for 7 years. Once information collected becomes out of date or irrelevant to provision of service, all measures are taken to ensure that this information is permanently destroyed.

The only staff or volunteers who may access your information can do so only in the performance of their duties in the provision of a service to you or specifically at your request. Staff or volunteers may not divulge any identifying information about you to each other except that, which is necessary for them to do so in the performance of their duties.