

*Île Perrot Yacht Club Policy for the Protection of Personal Information



Policy Statement

The Île Perrot Yacht Club (IPYC), to ensure proper management, must collect information considered personal information. The collection of personal data is mainly information required for the purposes of membership in the Club and the management of the Club. Among other things, this information is used to identify members and their family members within the Club, for communication between the Club and the member, for billing and financial transactions between the member and the Club, and to identify the sailboat. The information collected by the Club for Club membership purposes is described in Table 1.

Additional information may also be collected by the Club for special events, parties, races, and agreements with suppliers, employees, and partners. The CNIP is committed to protecting the confidentiality of personal data collected.

Club staff (directors, members delegated by the Board of Directors, employees) with access to sensitive data are restricted and identified by the Board of Directors. They are required not to divulge your personal information and will only use this data for activities necessary for the smooth running of the club.

The Club may be required to share information with third parties for the following reasons: information required by law, information about key position holders required by our suppliers or partners or the Sailing Federation or by the government. Except in a situation required by law, the CNIP undertakes to ask the member's permission before disclosing personal information. Your information will never be disclosed for marketing purposes or to unauthorized third parties without your express consent.

Everyone has the right to request access to their personal data. The CNIP is committed to being transparent about the collection and use of data. To this end, the CNIP is in the process of putting in place the necessary mechanisms to be able to provide a copy of the information in its possession, preferably in a standard electronic format, when a request is made.

Person responsible

The law requires the Board to appoint a person to be responsible for applying the policy. That person's name and contact details, together with the policy statement, must be posted on the club's website. The Board may review the policy and the name of the person responsible from time to time.

The CNIP Board of Directors has designated Josh Farmer, Vice-Commodore, as the person responsible for the application of the privacy policy. Any requests for information can be sent to him by e-mail at Josh.Farmer@IPYC.ca.

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Acknowledgement by the member:

It is understood that by agreeing to be a member of the Île Perrot Yacht Club, the member acknowledges having provided personal information to the IPYC. The use of this information is limited to the intended uses described in the IPYC Policy on Protection of Personal Information.

It is also understood that any disclosure of information for purposes other than those identified in the policy, and as prescribed by law, must be approved in advance by the member.

Approved by the Board of Directors (dd mm yyyy): 07-05-2024

Table 1. Information collected by the CNIP for affiliation and management purposes.

Primary member (with number)

Membership category	# assigned to member	
Surname First name	Date of birth	Street address
Telephone number	E-mail address	Boat insurance details

Additional members (family affiliation):

Member-Spouse Surname First name		
Junior members (Children 12 to 24)	Surname First name	Year of birth

Sailboat information

Allocated berth number	Manufacturer/model	Registration number
Boat name	Weight	Engine (type)
Overall width	Overall length	Draft
Wintering requirements	Hail-out and launch requirements	