

WEST AUSTRALIAN PISTOL ASSOCIATION (INC.)

PRIVACY POLICY STATEMENT

1. Collecting Your Personal Information

WAPA understands that members may have concerns about their privacy and the confidentiality and security of information that WAPA may obtain about them. WAPA policy is to protect members' privacy and personal information.

WAPA has undertaken to comply with the requirements of the Privacy Act, 1988 and the National Privacy Principles included in the Privacy Act (Private Sector) Amendment Act 2000 and as amended.

Personal information is collected by WAPA for the primary purpose of membership requirements and reporting requirements to WA Police Firearms Inquiry Unit-Branch. WAPA collects details such as your name, address, telephone and facsimile numbers, email addresses, gender, age, ownership of pistols and annual shooting activity. Additional information is collected from specific groups, such as:

- firearms information of State Team members for competition purposes;
- Police clearance records of coaches and junior shooter supervisors where volunteered and where required by law.

2. What If You Do Not Provide The Personal Information We Require?

Failure to provide the information sought by WAPA for the purposes detailed may not enable the organisation to complete the membership process or demonstrate your compliance with the WAPA Regulations to the WA Police Firearms Inquiry Unit Branch.

5. How Does WAPA Secure Your Personal Information?

Information you have provided is kept safe and secure by WAPA. Hard records are kept under lock and key. Electronic records are protected by password security. Firearms ownership data is protected by a second level of password security. Only staff authorised by the President have access to the information.

4. To Whom Do We Disclose Your Personal Information?

A member's personal information will only be used or disclosed by WAPA as allowed by the Privacy Act 1988 and the National Privacy Principles included in the Privacy Amendment (Private Sector) Act, 2000, and as amended.

To facilitate WAPA delivering services and benefits to its members, personal information collected may be shared with other organizations and including Pistol Australia.

Further, to conduct WAPA operations, WAPA occasionally engages independent operators and parties. Accordingly, some of this information may be used or disclosed in part by WAPA to:

- enable mail contractors to deliver documents and communications to members;

- officers of a government law enforcement agency in connection with the lawful performance of their duty; and
- a debt collection agency for financial default purposes.

5. Withdrawing Your Consent

If you do not consent to any of the disclosures above then you can write and advise WAPA; however WAPA (and therefore the club) may not be able to accept you as a member if it affects WAPA's administrative and legal responsibilities.

If you do not object to the uses or disclosures as stated above, WAPA will accept this as having received your express consent.

6. What If You Wish To Access Your Personal Information

Members may, upon written request, access the personal information WAPA currently holds. To the extent possible, you can access your personal information. However, there are times where the organisation is not in position to do so (e.g. where it would be unlawful to do so). If WAPA denies you access to this information, WAPA will notify you of this refusal and the basis for it.

To arrange access, please contact the WAPA Secretary in writing.

7. What if you wish to change some of the personal information held?

WAPA endeavours to ensure that personal information held is accurate, complete and up-to-date, however if not please contact your club secretary or the WAPA Secretary.

Please advise your club secretary if your contact details or address changes.

8. What if you wish to lodge a complaint

For any purpose associated with privacy matters including the lodgement of a complaint, please contact the WAPA Secretary.

Copies of this privacy policy are available from the Secretary and on our website: www.wapa.asn.au

9. Adoption

This Privacy Statement was adopted at the West Australian Pistol Association Management Committee meeting 221 held on 12 March 2004.

revised and amended March 1st 2006. For committee approval 31-03-06