



AUSTRALIA-JAPAN SOCIETY IN FAR NORTH QUEENSLAND PRIVACY POLICY - MAY 2009

We are committed to protecting your privacy...

The AJS FNQ would like to ensure that its members and associates are comfortable with supplying us with personal information. The AJS FNQ has an obligation to manage your personal information responsibly is best demonstrated by the secure use of information for over 25 years. This "AJS FNQ Privacy Policy" defines how we manage personal information.

Collection and Storage:

In order for AJS to function and provide a high quality of events and services and maybe in the future products, it must collect business and personal information from members and associates. This includes information such as name, address, and contact details. AJS FNQ may also undertake surveys to determine your level of satisfaction within our society, with the aim of continual improvement. AJS FNQ takes measures to ensure that your business and personal information remains safe and confidential. AJS FNQ also destroys any business and personal information which is no longer required.

Use of Personal Information:

All business and personal information sought by AJS FNQ is used to provide events and services that may have been requested by yourself or other members. AJS FNQ may also use your business and personal information to provide other members and associates, information relating to AJS FNQ events and services. Occasionally AJS FNQ may conduct client research to ascertain ways of providing better products and services. To do this, AJS FNQ may share information with marketing organisations and wherever possible, AJS FNQ will limit information supplied to other organisations to ensure possibly misuse.

Access to your Personal Information:

You are entitled to access any personal information that AJS FNQ has on file regarding you, your business or individuals, subject to certain exceptions prescribed by law.

Enquiries:

If you have any enquiries about the use of your personal information, please email to ajsfnq@hotmail.com or if urgent, please telephone the current AJS FNQ **President or Membership Coordinator** as listed on the current AJSFNQ website. Alternatively, you can write to **AJS FNQ, PO Box 2188, Cairns Q4870**.