



United Way
Bruce Grey

4.2 Privacy Protection

United Way of Bruce Grey is committed to protecting and respecting the privacy of third party personal information. Personal information may be provided to the organization through correspondence, online donations, pledge cards or other forms of communication.

Personal information may be recorded for the purpose of processing and receipting a donation, distributing a donation to a funded charity or designated charity, recognizing a contribution, understanding donor interest and demographics, subsequent organization fundraising campaigns, or responding to that individual's information requests.

The United Way of Bruce Grey respect the confidentiality of all personal information and will not provide or share this information with third parties unless:

1. The individual authorizes us to share the information;
2. Sharing the information is necessary to process a donation, for example, to process a credit card transaction; or
3. The organization is required by law.

The organization shall protect personal information from loss, unauthorized access, modification or disclosure through secure computer systems and document handling. Files are locked in a secure room and all outdated personal information is shredded on site.

Individuals may request access to their personal information held by United Way of Bruce Grey and individuals may inquire as to how this information is used and to whom it is disclosed. If it is established that this information is incorrect in any way, the organization will take reasonable steps to correct it. United Way of Bruce Grey strives to ensure that the personal information it holds is accurate, complete and current.

Please direct any inquiries to our Executive Director:

Francesca Dobbyn
Executive Director
United Way of Bruce Grey
347 9th Street E
P.O. Box 1094
Owen Sound ON
N4K 6K6

Approval History:

First Approved – October 2006

Revised – January 2017



United Way
Bruce Grey

4.2.1 Privacy Protection - Donors

United Way of Bruce Grey is committed to protecting and respecting the privacy of third party personal information. Personal information may be provided to the organization through correspondence, online donations, pledge cards or other forms of communication.

Personal information may be recorded for the purpose of processing and receipting a donation, distributing a donation to a funded charity or designated charity, recognizing a contribution, understanding donor interest and demographics, subsequent organization fundraising campaigns, or responding to that individual's information requests.

The United Way of Bruce Grey respect the confidentiality of all personal information and will not provide or share this information with third parties unless:

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4.2.2 Privacy Protection – Service Users

United Way of Bruce Grey is committed to protecting and respecting the privacy of third party personal information. Personal information may be provided to the organization through correspondence, in person or other forms of communication.

Personal information may be recorded for the purpose of processing a service request, service provision, academic research, understanding service users, or responding to that individual's information requests.

The United Way of Bruce Grey respect the confidentiality of all personal information and will not provide or share this information with third parties unless:

1. The individual authorizes us to share the information;
2. Sharing the information is necessary to process or fulfill a service request; or
3. The organization is required by law.

The organization may share personal information with other service provisions organizations as part of the United Way of Bruce Grey's service fulfillment. Service Users consent to the organization sharing their personal information for this purpose.

Additionally, Service Users consent to the United Way of Bruce Grey requesting and receiving their personal information from other service provision organizations as the United Way of Bruce Grey deems necessary.

The organization shall protect personal information from loss, unauthorized access, modification or disclosure through secure computer systems and document handling. Files are locked in a secure room and all outdated personal information is shredded on site.

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Approval History:

New