
Privacy Policy

YWAM Medical Ships - Australia is a Public Company limited by guarantee incorporated under Australian Corporation law. The organisation collects and uses information that is often private in nature.

Under this policy *YWAM Medical Ships - Australia* commits to the following in respect to its holding of personal information about its donors, or people who have contacted the organisation:

YWAM Medical Ships - Australia will make its contact details readily available so that people with privacy concerns can make easy contact with its office.

YWAM Medical Ships - Australia will promptly remove the name of any individual from its databases and mailing lists upon that person making such a request in writing and the request's receipt by the relevant office.

YWAM Medical Ships - Australia will take all reasonable steps to ensure that information we collect, use or disclose is accurate, complete, up-to-date and stored in a secure environment.

YWAM Medical Ships - Australia will train and encourage all staff who handle personal donor / client information to do so in a respectful and confidential manner.

YWAM Medical Ships - Australia will not make its mailing lists or any part thereof available to any third party for their use.

In keeping with this commitment, the *YWAM Medical Ships - Australia* Board has authorized the following statement to be placed on our web site.

Privacy Statement

The purpose of this statement is to inform you about the information collection procedures of *YWAM Medical Ships - Australia*. It lists what information is collected, how it is used, who it is used by, to whom it is disclosed and how to have incorrect information amended or deleted. All personal information is kept strictly confidential. This statement has been prepared in accordance with the Australian Privacy Amendment (Private Sector) Act 2000.

Our Commitment to Protecting Your Privacy Rights

YWAM Medical Ships - Australia is strongly committed to protecting your privacy rights. Any information that is provided to our organisation is only used for the purposes for which you provided it. **We do not release our contact lists containing personal information.**

Our Commitment to Data Security

YWAM Medical Ships - Australia will take all reasonable steps to ensure that information we collect, use or disclose is accurate, complete, up-to-date and stored in a secure environment. We cannot however, guarantee the security of any data you transmit to us over the internet. These activities are conducted at your own risk. Because of this risk we provide a range of options for information collection and contacting us - for example email, internet, mailing address and a telephone / fax.

What Information Do We Collect?

Primarily we collect information about our members, donors or potential donors, (both private and corporate) and about other organizations working in the similar fields to ourselves. The information we hold includes:

Contact information (name, address, e-mail); professional details of *YWAM Medical Ships - Australia -affiliated persons*; credit card numbers / bank details; statistical internet site information (anonymous)

Personal information is only collected on the request of an individual. All information identified as personal is treated as confidential.

How We Use The Information?

We collect information in order to:

process accounts and provide receipts; process training/conference details; recruit and process outreach teams; disseminate information to other *YWAM Medical Ships - Australia* locations and relevant projects with whom we are associated; maintain accurate details of organisational history ; keep members, donors and associated bodies informed of our work; and keep accurate member records / details for directory listing.

Your Rights

All persons or organisations for whom we have details recorded have the right to ask for a copy of these details at any time.

Persons also have the right to update and/or alter their details at any time.

Personal information collected will not be disclosed, nor details altered until your identity has been confirmed.

YWAM Medical Ships - Australia will make every reasonable effort to ensure that children's privacy and other rights are respected and not compromised. It is however, ultimately the responsibility of parents to monitor their children's internet usage.

Should you have any issues in relation to *YWAM Medical Ships - Australia* and your privacy, you can raise this with our Privacy Officer who will address your concerns promptly and advise you of your rights.

YWAM MEDICAL SHIPS - AUSTRALIA Website

This privacy statement applies to the site known as www.ywamships.org.au.

Website User Information Collected

Our website is hosted by **Youthful Web and Media Company Pty Ltd**, www.youthfulweb.com makes a record of your visit and logs the following information:

The pages accessed; the type of browser used; operating system.

Cookies are not used on the *YWAM MEDICAL SHIPS - AUSTRALIA* website (a cookie is a piece of data stored on the user's computer tied to information about the user).

Links to Other Internet Sites

Our website contains links to other sites. Other sites may also have links to our site. Please note that *YWAM Medical Ships - Australia* cannot take responsibility for the content, privacy practices or business practices at these external sites.

Maintaining Your Information/Questions About Privacy:

To access or change your details or for further information about the privacy statement:

Email info@ywamships.org, attention Privacy Officer

Call 07 4771 2123

Fax 07 4772 4414

Mail Privacy Officer, YWAM Medical Ship PO Box 1959, Townsville Qld 4810

You can also obtain further information from the Privacy Commissioner's website www.privacy.gov.au or through direct contact .

Complaints

To register an issue in relation to the way that *YWAM MEDICAL SHIPS - AUSTRALIA* has dealt with your privacy please contact our Privacy Officer, or the Privacy Commissioner (in your State).