



# Privacy Policy

Casey Basketball Association (CBA) is bound by the Australian Privacy Principles set out in section 3 of the [Privacy and Data Protection Act 2014 \(Vic\) \(PDP Act\)](#) (as amended from time to time). At CBA, the proper management of personal information is a priority.

CBA's policies in respect of its management of personal information are set out in this Privacy Policy. In this Privacy Policy the term "personal information" refers to any information or opinion about an individual whose identity is apparent or can be reasonably ascertained from the information or opinion.

## Collection

### **What personal information does CBA collect and hold?**

The kinds of personal information that CBA collects and holds include:

- employment information;
- contact information;
- and information for the purpose of administering and developing basketball programs and initiatives.

### **What sensitive information does CBA collect and hold?**

The kinds of sensitive information that CBA collects and holds include:

- criminal record;
- and health information about an individual.

### **How does CBA collect information?**

CBA collects personal information through:

Participant and/or parent/guardian registration (online) from its own programs and from affiliated associations and clubs; and the provision of services to basketball participants.

### **Why does CBA collect personal information?**

CBA collects personal information:

- to process registration of program participants;
- to identify, create and provide services and benefits; and
- to maintain participant and service/benefit records.

### **What if I do not wish to provide personal information?**

You can choose not to provide personal information. You can also choose not to identify yourself when dealing with CBA or in the course of your dealing with CBA and identify yourself using a pseudonym.

However, if personal information is not provided or you do not identify yourself, CBA might not be able to effectively provide to you with certain services or benefits.



## Use and Disclosure

### **How and where does CBA use and disclose personal information?**

CBA uses personal information for the purposes for which information is collected. CBA may disclose personal information to the following persons, organisations or types of organisations for the purposes of promoting basketball and/or for the purposes of identifying, creating and providing services and benefits:

- Basketball Australia
- CBA affiliated associations and clubs

Any person who is on the CBA Board or is a commissioner of any commission or league or any committee or sub-committee or is a staff member may have his or her name and contact information published on the CBA website and in other CBA publications.

CBA may disclose personal information to the following persons, organisations or types of organisations who reside overseas in a foreign jurisdiction (that is not in Australia or an external Territory) for the purposes identified above, they include:

- FIBA and other national basketball organisations.

### **What if I do not want my personal information to be disclosed?**

If you do not want your personal information to be disclosed CBA will endeavour to accommodate this request provided that disclosure is not required by law. However, if your personal information is not disclosed CBA might not be able to effectively provide you with certain services or benefits.

### **Data Security**

CBA takes reasonable steps to keep all personal information secure and to protect that personal information from misuse, interference and loss and from unauthorised access, modification or disclosure.

If CBA determines that personal information is no longer needed for any purpose, CBA will take reasonable steps to destroy or permanently de-identify that personal information, unless the information is required by law to be retained.

When using the CBA website and/or the registration and competition management platform you should be aware that no data transmission over the internet can be guaranteed as totally secure. Although CBA strives to protect such information, CBA does not warrant the security of any information transmitted to it over the internet. Any information transmitted to CBA over the internet is done so at the risk of the person or organisation transmitting the information.

### **Access, Corrections, Complaints and Further Information**

CBA endeavours to keep personal information accurate, complete and up-to-date. The accuracy of information depends on the information you provide. You are encouraged to regularly review and update your personal information, including your contact details. If there are any errors in your personal information that you provide in our registration and competition management platform, you can correct or update that information within that platform at any time by logging in and submitting the updated information. Alternatively, you can contact the relevant Basketball Organisation to request that they correct or update the personal information they hold about you. If any person wishes to access, review or request corrections to his or her personal information held by CBA or complain about a breach of the Australian Privacy Principles the person may do so at any time by contacting CBA on the details below during normal business hours (9.00am to 5.00pm,



Monday to Friday). However, CBA may refuse to provide any person with access to information where CBA is permitted by law to withhold that information.

When CBA receives complaints regarding a breach such as that identified above, CBA will review and respond to the complaint within a reasonable period after receipt of the complaint.

### **Notifiable Data Breaches Scheme**

In the event of any loss, or unauthorised access or disclosure of your personal information that is likely to result in serious harm to you, in accordance with our obligations under the Notifiable Data Breaches Scheme, we will investigate and notify you and the Australian Information Commissioner as soon as practicable of becoming aware of the loss, or unauthorised access or disclosure, in accordance with the [Privacy Act](#). When notifying you and the Australian Information Commissioner, we will outline the steps that will be undertaken in response to the breach. A review of the breach will be undertaken in accordance with our Data Breach Response Plan, and actions implemented to prevent a future breach.

### **Opt-out/Unsubscribe**

You can easily opt-out or unsubscribe from marketing communications or any communications that are not basketball related participant activities at any time by contacting us using the contact details specified and contained in the relevant communication(s) sent to you.

If any person requires information about the way CBA manages you or your dependents personal information or has any queries, problems or complaints the person should also contact CBA on the details below.

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