



PRIVACY POLICY

To the Club Secretary...

It is a requirement of The League, and therefore your Club, to comply with various rules and laws related to the confidentiality of personal information collected as part of your members' participation in this sport. This is required under the terms of The League's affiliation with NSWBL and ultimately, the ABF.

The requirement to comply is via our affiliation with NSWBL and the ABF.

Information about Federal Privacy laws can be found at <http://www.privacy.gov.au>

A full copy of the ABF's Privacy Policy, is at the ABF's website [here](#), and is presented as a MS-Word document.

An abridged copy of the ABF's Privacy policy is at <http://www.baseball.com.au/?Page=10319>.

NSWBL's Privacy Policy is in the website archives for 2003 and can be downloaded from [here](#).

Professional advice is available from an article prepared by Rigby Cooke, Lawyers, [here](#). It is upon that advice that we rely in formulating this policy.

It is important to understand the structure of Privacy laws. Your Club is not bound by any rules or laws related to privacy unless you disclose the information about members to somebody else. However, you *must* disclose this information to The League, and to NSWBL, and to the ABF:- it is a requirement of affiliation. The League is bound by our privacy policy detailed in this document. NSWBL and the ABF are bound by their *own* policies referenced above. This is important, because it is your Club that is collecting the information from players and others. It is your registration form that they sign, and it is your Club that parents will hold accountable (at first instance) if they find the confidentiality of any personal information has been breached. However, if any such breach occurs without your knowledge, you will be relying on the strength of the privacy statements made by peak bodies above your Club to defend any such accusation. You should be familiar with those peak body undertakings.

We strongly suggest that all Affiliated Clubs adopt *at least* the wording of The League's Privacy Statement below, and either print it on your own registration forms or make it available to members at the time of registration.

Players, parents and members of The League...

HJBA PRIVACY STATEMENT

Your privacy is respected by us. The information you provide will be used to provide services for you and for the purposes of registration, participation, team selection and insurance. It will be passed onto the NSW Baseball League (NSWBL) the Australian Baseball Federation (ABF) and to the ABF's insurer.

Your information may also be shared with organisations associated with the sport of Baseball, including but not limited to the Australian Sports Commission and Australian Sports Drug Agency. HJBA, NSWBL and the ABF may at times ascertain whether or not we have services or products which may foreseeably meet your needs and may notify you about these. We will not however, share your personal contact details with any third party for their commercial use.

If you do not provide the information we may not be able to register you as a member.

We, NSWBL and the ABF comply with the Privacy Act with respect to the collection, storage and security of your personal details. If you have any privacy concerns or would like to verify any information we hold about you, please contact either your Club Secretary, the [President](#) of HJBA, or the privacy officers at [NSWBL](#) or the [ABF](#), as appropriate.



Hills Juniors

PRIVACY POLICY

HJBA NPP COMPLIANCE

HJBA complies fully with the National Privacy Principles (NPPs) as follows:-

- 1) The HJBA Privacy Statement declares why information is being collected, and that persons affiliated with any member club have the right to access and (if necessary) correct that information in relation to themselves. In the case of minors, this right is available to the parent(s), guardian(s) or other appropriate adult carer.
- 2) The HJBA Privacy Statement declares that the information will only be used for the purposes disclosed.
- 3) Information collected will be collected once annually in respect of each person, in the course of the annual player registration process. We believe this ensures compliance with the NPP requiring information to be accurate and up to date.
- 4) Information collected by HJBA from member clubs will be held:-
 - (a) In written or printed form, in no more than two copies kept at two locations (the second of each for security purposes). Both copies and both locations are under the direct control of a member of the HJBA Executive Committee.
 - (b) In electronic form, on no more than two computer systems in two locations, **SUBJECT TO** the system backup and disaster recovery policies at both sites, which may include backup copies only.
 - (c) Provision of the information to any other person for any other purpose shall be in compliance with this policy.
- 5) The handling of the information will be limited to:-
 - (a) Storing of it in a secure fashion,
 - (b) Reference to it for the purposes of conducting The League's activities, by members of The League's Executive Committee or their nominee,
 - (c) Copying of individual records for the purposes of conducting The League's activities, by members of The League's Executive Committee or their nominee,
 - (d) Transmission under this policy by regular post, by unencrypted email or by hand delivery.
- 6) Information collected about an individual will be available to that individual at no cost and within a reasonable time after access to such information is requested by that individual.
- 7) HJBA will not collect an identifier that has been assigned by a Commonwealth Government agency (ie:- Medicare number, TFN, ABN etc).
- 8) Individuals may interact anonymously where it is lawful and practical to do so.
- 9) HJBA will not disclose any collected information to anyone in a foreign country.
- 10) HJBA will not collect sensitive information about an individual unless the individual has consented to this.