

PROBUS CLUB OF SURFCOAST ANGLESEA INC



CLUB NUMBER 57865

ROTARY DISTRICT 9780

PRIVACY POLICY

2025

**Adopted by the Probus Club of Surf Coast
Anglesea Inc at the meeting of club members
on 16th February 2026**

PROBUS CLUB OF SURFCOAST ANGLESEA INC.

PRIVACY POLICY

Australian Clubs are exempt from the requirement of the Privacy Act 1988 as Clubs do not meet the annual turnover threshold of \$3 million.

However, it is advisable for Clubs to follow Australian Privacy Principles when collecting, holding, using or disclosing personal information.

1. Each member must complete a Membership Application Form that contains personal information in the form of name, address, telephone number and email address.
2. The Club must maintain a secure register of members and such other lists that may be required such as meeting and outing lists.
3. Anyone who has access to such information must keep it secure and destroy it once no longer required.
4. Members retain the right to request withdrawal of their personal information from the Directory.
5. Consent to appearing in a photograph taken during a Club event is usually implied. Anyone not wishing to have a photo published must advise the Secretary in writing.
6. Newsletters are for member use only and not to be distributed more widely unless specifically approved by the Management Committee.
7. Emergency contact information is restricted to appropriate Committee Members.
8. When sending bulk emails to members, use "bcc" so that email addresses are not published broadly.
9. PSPL issues a membership number as a unique identifier in order to identify you as a member of our Club.
10. Once a Management Committee member's term of office has expired, they are no longer entitled to use any member information and should destroy such information.

11. The Club may maintain a Facebook presence to record activities and to promote the Club to prospective members. However personal details should be limited.
<https://www.facebook.com/search/top?q=probus%20club%20of%20surf%20coast%20anglesea>

12. The Club may maintain a Website as a place to promote the Club to prospective members, but personal details of members or committee members should not be published.

<https://surfcoastprobus.com>

Information may include Meeting times and locations, the Club Constitution, Standing Resolutions and other Club documents.

Contact details provided should be restricted to a generic email address, eg ProbusAnglesea@gmail.com and the Club postal address: The Secretary, PO Box 42, Anglesea Vic 3230

This policy was adopted by the members of the Probus Club of Surf Coast Anglesea Inc. at a General Meeting held on 16th February 2026