



Australian Masters Athletics

Privacy Policy

As at 20th February 2024

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Policy Number 16 - Version 2			
Date Reviewed	Approved By	Scheduled Review	Content reviewed/propose
12/09/2009	AMA Board	12/09/2019	Adopted by the AMA Board
20/2/24	AMA Board	20/2/25	Format updated, content reviewed and updated

Privacy Policy

Purpose

Australian Masters Athletics (AMA) is committed to the protection of personal and sensitive information in accordance with the requirements of the National Privacy Principles contained in the *Privacy Act 1988* (CTH), as amended and its respective regulations (referred to hereafter as the “Privacy Legislation”)

This policy outlines how AMA may collect, hold and use personal information. By providing your personal information to AMA, you consent to the use, storage and disclosure in accordance with this Privacy Policy.

Definitions

AMA – Australian Masters Athletics Inc.

Members – State or Territory Masters Association

WMA – World Masters Athletic

Scope

AMA has a responsibility to uphold privacy rights and the protection of personal information for:

- Board Members
- Staff
- Members
- Officials and Volunteers
- Athletes
- Event Attendees

Policy Statement

AMA is not to interfere with an individual’s privacy rights in the way it collects, uses, protects or disseminates personal information.

Collection and Protection of Information

Personal information encompasses all information which allows the identity of a person to be ascertained such as names, addresses, contact details and the like. Sensitive information includes political opinions, religious beliefs, professional or trade association memberships, sexual preferences and health information about an individual.

In regard to the collection and protection of personal and sensitive information, AMA will:

- Not collect personal information unless it is necessary for its business activities, including but not limited to its role as a national sporting organisation and the recognised member in Australia of World Masters Athletics;
- Only collect personal information lawfully and fairly;
- Not use or disclose personal information about an individual for a purpose other than that for which it was collected unless such use or disclosure would be reasonably expected or has been expressly authorised or waived by the individual concerned;
- Take reasonable steps to ensure that the personal information it holds is accurate, complete and up-to-date;

- Take reasonable steps to protect personal information from misuse or loss. However, if a serious data breach occurs, we will notify you as required under the Privacy Act regarding the circumstances of the breach, and must also advise the Office of the Australian Information Commissioner;
- Where necessary, take reasonable steps to let a person know what sort of personal information it holds;
- Where necessary and requested by the individual concerned and permitted by law and/or the rules of the sport, provide the individual with access to personal information held in relation to that individual;
- With some exceptions, only transfer such information to someone in a foreign country if that country has privacy laws similar to the Privacy Legislation; and
- Not collect sensitive information without the consent of the individual concerned.

Collectable Information

In the course of AMA's normal business activities, the type of information that will normally be collected and disseminated are as follows:

Persons registered with a Member of AMA: AMA will store on its own, or a third party database, the name, date of birth, gender identity, address, contact details and such details of past sporting performances of persons registered with a Member of AMA. Unless AMA obtains the prior consent of the individual person concerned, it will not disclose such information to third parties but may itself use this information for the purpose of furthering the interest and affairs of AMA and entities with which it is associated, including but not limited to the publication and dissemination of competition entry/start lists and results, listings of records and rankings and personal biographies.

Participants in AMA permitted or organised sporting or related events: AMA collects such details as the name, gender identity, address and contact details of participants in sporting or related events permitted, organised or conducted under the control, auspices or patronage of AMA or a Member. In this instance, the information may be collected by an event organiser on behalf of AMA.

Board Members: AMA collects details such as the date, place of birth, address and contact details of individual Board members. In accordance with the requirements of the Associations Incorporation Act, it will also require board members to disclose any material interest they may have in relation to any particular transaction AMA undertakes as well as a member's shareholding in certain corporations. Except with the consent of the board member concerned, AMA will only disclose such information to regulatory bodies, fellow board members or to such persons the President deems necessary for the proper conduct of the business of AMA.

Volunteers and Team Officials: AMA collects and maintains information such as:

- contact details,
- terms and conditions of engagement;
- training, disciplining, resignation or termination;

- remuneration details for members, contractors, volunteers, team officials and such other persons who may be engaged in the organisation, conduct and delivery of AMA competitions, events and programs on a remunerated and/or expense recovery basis.

Disclosure

AMA may disclose your personal information to a range of organisations which include, but are not limited to:

- AMA Affiliates and other organisations involved in masters athletics programs in Australia;
- companies we engage to carry out functions and activities on AMA's behalf, including direct marketing;
- our professional advisers, including our accountants, auditors and lawyers;
- our insurers;
- relevant sporting bodies such as World Masters Athletics (WMA), Sport Integrity Australia, various National Sport bodies, Federal and State Departments of Sport among others; and
- in other circumstances permitted by law.

In some circumstances, personal information may also be disclosed outside of Australia – for example personal information is disclosed to WMA and World Masters Rankings and to event organisers and contractors of Australian and international athletics events. In such circumstances, AMA will use its best endeavours to ensure such parties are subject to a law, binding scheme or contract which effectively upholds principles for fair handling of the information that are suitably similar to the Australian Privacy Principles.

Disclosure Without Prior Authorisation

In certain circumstances, AMA may be authorised by law to disclose personal information even where such written consent has not been provided, including:

- Where there are grounds to believe that disclosure is required in order to prevent a threat to health or life;
- Where AMA suspects that unlawful activity is or has been engaged in, such personal information may be used to investigate the suspected unlawful activity; or
- The use is authorised by law or reasonably necessary to enforce the law.

For more information about AMA's Privacy Policy, please contact the President of AMA.

AMA Websites

When users visit AMA websites, our systems may record certain information about their use of the sites, including the web pages visited and the time and date of their visit. AMA uses this information to help analyse and improve the performance of the AMA websites.

In addition, we may use "cookies" on the AA websites. Cookies are small text files that help a website to remember the preferences of users to improve the experience of using that website. In some cases, the cookies that we use may collect some personal information. AA will treat this information in the same way as other personal information we collect. You are free to disable cookies on your internet browser to prevent this information being collected; however, you will lose the benefit of an enhanced website experience that the use of cookies may offer.

Websites linked to the AMA website are not subject to AMA's privacy standards, policies or procedures. AMA cannot take any responsibility for the collection, use, disclosure or security of any personal information that you provide to a third party website.

Use of Personal Information

AMA uses the information collected in any of the above categories for the development of the sport of athletics, to keep persons informed about the sport, its activities and related products and for direct marketing purposes. Where possible, AMA will only disclose such information where it has obtained the written consent of the individual concerned. In this instance, AMA will provide an express option for persons to decline receiving marketing communications with AMA, via an opt out mechanism.

At any time, you may notify AMA should your contact details change or if you do not wish to receive marketing materials or any other communications from AMA, by sending a request in writing to the President of AMA by email: president@australianmastersathletics.org.au