



Charging at warp speed to find the cancer treatments of the future!

Privacy Policy

Policy number	P-POL	Version	1.0
Drafted by	Meg Croucher	Approved by Board on	01.03.2022
Responsible person	Andrew Dean	Scheduled review date	01.03.2024

1. Introduction

The Board of WARPNINE Incorporated (WARPNINE) is committed to protecting the privacy of personal information which the organisation collects, holds and administers. Personal information is information which directly or indirectly identifies a person.

2. Purpose

WARPNINE values your privacy. This privacy policy sets out WARPNINE 's practices in relation to the collection use, storage and disclosure of personal information.

WARPNINE recognises the essential right of individuals to have their information administered in ways which they would reasonably expect – protected on one hand, and made accessible to them on the other. These privacy values are reflected in and supported by our core values and philosophies and also reflected in our Privacy Policy, which is compliant with the Privacy Act 1988 (Cth).

3. Policy

WARPNINE is bound by laws which impose specific obligations when it comes to handling information. WARPNINE has adopted the following principles contained as minimum standards in relation to handling personal information. WARPNINE may modify or update this privacy policy from time to time by publishing it on its website. WARPNINE encourages individuals to check its website periodically to ensure that they are aware of WARPNINE 's current Privacy Policy.

By providing personal information to WARPNINE, you consent to its collection, use and disclosure of that personal information on the terms of this privacy policy and any other contractual or other arrangements that apply between us (if any).

What personal information does WARPNINE collect and why

WARPNINE collects personal information from you that is necessary for it to perform its functions. The types of personal information WARPNINE collects, and the purposes of collecting that information, include:

Donors.

- When you make a donation, including via our website, in person, over the phone, by direct deposit, via email, by post, or through our fundraising personnel or volunteers as part of any of our fundraising events or activities or at our offices, WARPNINE collects and stores in its database your name, phone number, address, email address, date of birth, marital status, employment status, payment and billing details (including

credit card details if relevant), and other contact information. With your consent, this information may include health or other sensitive information, for example WARPnine may ask you if you or your family members have been treated by a physician associated with WARPnine 's Scientific Advisory Committee. WARPnine will use this information to process your donation, complete your tax receipt, and send you further information about WARPnine and for promotional purposes.

- WARPnine may engage a third-party service provider to process electronic payment of donations.

Supporters and volunteers.

- WARPnine may also collect its supporters' and volunteers' names, phone numbers, addresses, email addresses, and other contact information; records of communication between them and the WARPnine; and other personal information about its current and potential supporters and volunteers so they (WARPnine) can encourage, record and acknowledge their support and communicate with them about WARPnine and its activities.

Fundraising Support

WARPnine is a Western Australian not-for-profit that relies on the generosity of its community to assist it to continue to deliver on its mission. As part of an initial consult with Western Australian Medical Oncology (WAMO), a person may be asked via the New Patient Form whether they consent to be contacted by WARPnine in relation to fundraising support for WARPnine. Where a person has not opted out of such contact on the patient form by ticking the relevant box, their contact information will be disclosed to WARPnine. WARPnine may contact WAMO patients that have provided consent to seek support or to ask them to participate in fundraising activities for WARPnine.

Where a person has not opted out of receiving fundraising contact from WARPnine, they may be contacted by a representative of WARPnine. In either circumstance, only the persons contact details are available to the WARPnine representative that will make contact. No information regarding medical treatment or conditions will be disclosed to them.

Should at any time they wish to opt out of fundraising contact, they may contact WARPnine's administration on the contact details set out below.

How we protect your personal information

WARPnine has implemented measures to protect your personal information from misuse, interference, loss, unauthorised access, modification and disclosure.

We use various procedures and technologies to protect your privacy, including access control procedures, audit trails, and network firewalls. Only authorised staff or contractors have access to your records and we monitor any access to electronic records.

WARPnine will destroy or permanently de-identify any of your information that we no longer require for the purpose for which we collected it, provided we are not required under law or otherwise to retain the information.

How you may request access to or correction of your personal information

You may request access to the personal information we hold about you by contacting us at the details set out below. You may access your personal information by viewing it or by requesting a copy of your personal information.

When you request access, WARPINE may need to take measures to verify your identity. If you would like a copy of the personal information that WARPINE holds about you, in order to verify your identity, please send the request to WARPINE in writing, to the address set out at the end of this privacy policy.

WARPINE will consider your request for access or correction and respond within the time required by law.

If for any reason WARPINE refuses to give you access to your personal information, or does not give you access in the manner in which you have requested, it will provide you with a written notice giving you the reasons for its refusal (unless it would be unreasonable for us to do so).

If you believe that your personal information held by WARPINE is inaccurate, incomplete or out of date, you may request that WARPINE correct that information. In most cases, WARPINE will amend any inaccurate, incomplete, or out of date information. If WARPINE is not able to correct your personal information in the way requested by you, it will notify you of its reasons for refusing your request (unless it would be unreasonable for them to do so) and let you know how you may make a complaint about its decision, should you wish to do so.

Queries and complaints regarding your privacy

If you have any queries regarding how WARPINE handles your personal information or wish to make a complaint about how we may have handled your personal information, you may contact us at the details set out below. We will consider your complaint promptly and provide a written response on the outcome.

- Distributing publications. WARPINE collects contact details (which may include name, phone number, address, email address, and other contact information) when individuals interact with it in order to distribute newsletters and other communications in print and electronic form from time to time. Recipients may choose to have their names and addresses removed from WARPINE's distribution lists by contacting it.
- Conducting events. WARPINE collects contact details, donation history and other personal information, including photographs and videos, about donors and their family members, volunteers and other supporters who wish to join or participate in events it conducts or which are conducted on its behalf by individuals or entities for the purpose of raising funds for WARPINE. This information is used to administer these events, promote and seek support for such events, and share stories of the events with the community, for the purpose of raising awareness about its fundraising activities and advancing the general activities of WARPINE. With the prior consent of the relevant person, this information may include health or other sensitive information.
- Assisting with your queries. You may choose to provide WARPINE with your name or other contact details when you call it by phone or write to WARPINE so it can respond to your requests for its newsletter or for other information about WARPINE's operations.
- Conducting our general business activities. WARPINE collects personal information about individuals who are, or are employed by, its suppliers (including service and content providers), contractors and agents for our general business operations.

- Applying for a position (as a volunteer or employee) with the WARPnine. WARPnine may collect your personal information, including name and contact details, information about your working history and relevant records (including criminal and working with children checks) when you apply for a position with it, in order to assess your suitability for that or other positions. With your consent, this information may include information or an opinion about your criminal record or other sensitive information.

Generally, WARPnine collects information directly from the relevant individual. Sometimes, WARPnine may need to collect information about an individual from third parties including parents, carers, guardians or other third-party information sources. WARPnine will do this if the individual has consented for it to collect, use or disclose the information in this way, or where it is not reasonable or practical for WARPnine to collect this information directly from the individual.

Provision of your personal details is the most effective method for WARPnine to communicate with you, and to assist in the efficient delivery of services.

Contact information

Contact number:
0406 818 810

Email:
admin@WARPnine.org.au