



Privacy Policy

YRD (Aust) Pty Ltd "YRD"

Federal legislation requires companies and societies who deal with personal information to adopt a privacy policy to protect such information being used for purposes other than intended by the owner of the information.

Conferences and meetings, do by their nature, demand the collection of personal and sensitive information and hence the new privacy legislation directly impacts on the operations of YRD and our clients, suppliers and other stakeholders.

YRD's Privacy Policy defines our collection of personal information as a function conducted in our client's interest and essential for the successful conduct of our and our client's normal activities.

The essential elements of YRD's policy are:

- Information is collected from data provided by the event participant and is only and solely used for the purpose for which it was collected
- Information is stored on a secure remote computer which is protected by password from use by anyone other than authorised YRD staff. All information processed is encrypted and the system is protected from external access by a firewall. No personal information is stored on any web-site owned, operated, licensed or controlled by YRD.
- YRD commits to only use sensitive information for the reason it was supplied. Credit card information is not stored as part of the event participant's personal details.
- Information stored is not, under any circumstances, sold to or exchanged with any third party interest.
- Information is only passed to third party interest when specifically requested by the participant. Examples might typically be dietary requests being passed to caterers for the purpose of a function the participant is attending or credit card information to an accommodation provider for the purpose of securing their room booking.
- In developing our privacy policy, YRD has become aware of issues for our clients. In particular, membership-based organisations will receive requests from their corporate sponsors for details of the membership. As offering such lists represents an attractive hook to enhance corporate sponsorship, the legislation has the potential to compromise fund raising. Notwithstanding the client's own policy demands, YRD's recommended solution is to ensure membership and registration online and in paper form specifically request authorisation for the secretariat to add the event participants name and contact details to a membership or participation list which may be published in a document provided to any other member of the list.

If you have any concerns or require clarification, please do not hesitate to contact us.

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