

## Notice of Collection, Use or Disclosure of Personal Information

Effective Date: December 2024

At Scarborough Health Network Foundation, we respect your privacy and are committed to safeguarding your personal information. This notice outlines how we collect, use, and/or disclose personal information through our websites ([www.shnfoundation.ca](http://www.shnfoundation.ca) and [www.lovescarborough.ca](http://www.lovescarborough.ca)).

If you have questions about this Notice, please get in touch with our privacy officer, Shelly Baker, at [sbaker2@shn.ca](mailto:sbaker2@shn.ca).

### 1. Collection of Personal Information

We may collect personal information from you when you interact with our websites.

Information collected may include, but is not limited to:

- Your IP address
- Browser data (clicks, device specifications, geographic location, source)
- Where voluntarily provided: your name, contact information (e.g., email address, phone number), demographic information (e.g., age, gender), or other information you voluntarily provide to us.
- Payment information (if you donate or purchase). Please note that our payment gateways are entirely PCI compliant, and we do not collect or keep complete credit card information through our websites.

We collect this information through forms, email correspondence, event registration, donations, surveys, and other interactions with you through our websites and internet interactions.

Personal information collected by any part of the foundation may be used or disclosed to other teams within the foundation to execute the foundation's functions and provide an excellent experience for our donors, friends, partners, vendors, and community.

### 2. Use of Personal Information

The personal information we collect may be used for the following purposes:

- To process donations, payments, or event registrations
- To communicate with you regarding updates, newsletters, and promotions
- To personalize your experience on our websites
- To improve the content and functionality of our websites
- To comply with legal obligations

We will only use your personal information for the purposes for which it was collected or as permitted by law.

### **3. Disclosure of Personal Information**

We may disclose your personal information in the following circumstances:

- **Service Providers:** We may share your information with third-party service providers who assist us with the operations of our websites, payment processing, and event management. These providers must protect your information and use it only for the purpose for which it was disclosed.
- **Legal Compliance:** We may disclose your personal information if required by law, regulations, or legal process or to protect our rights, property, or safety, or that of others.
- **With Your Consent:** We may disclose your personal information to third parties if you have provided explicit consent.

We keep the personal information you provided us in strict confidence (this does not include publicly available information such as business contact information). Our employees are aware of their confidentiality responsibilities and only access information necessary to perform their roles.

We will never sell, rent, or trade your personal information to third parties.

### **4. Protection of Personal Information**

We take reasonable precautions to protect your personal information from unauthorized access, use, or disclosure. While no method of transmission over the internet is 100% secure, we strive to use commercially acceptable means to protect your information.

### **5. Cookies and Tracking Technologies**

We may use cookies, web beacons, and other tracking technologies to enhance your website experience. These technologies help us collect information about how you use the websites and allow us to improve their functionality and performance.

You can manage your cookie preferences through your browser settings. You can opt out of cookies by changing your browser settings or using a browser plugin permanently. Please note that disabling cookies may affect the performance and features of our websites.

### **6. Individuals Residing outside of Canada**

If you reside within the European Union (EU) or European Economic Area (EEU), we acknowledge the rights granted to you under the General Data Protection Regulation (GDPR).

If you reside within the People's Republic of China, we acknowledge the rights granted to you under the Personal Information Protection Law (PIPL).

Please contact the Privacy Officer if you have any questions or concerns about how your data is being collected, used, or disclosed. Please note that GDPR and PIPL do not apply to the Foundation processing information belonging to individuals residing in Canada.

## **7. Your Rights**

Under Ontario's Personal Information Protection and Electronic Documents Act (PIPEDA), you have the right to:

- Request access to the personal information we hold about you
- Request corrections to your personal information if it is inaccurate or incomplete
- Withdraw your consent to our use or disclosure of your personal information, subject to legal or contractual restrictions

If you wish to make an access to information request, or if you have any questions about this Notice, please contact our privacy officer at [sbaker2@shn.ca](mailto:sbaker2@shn.ca).

If you wish to limit or opt out of future contact from the Foundation or to correct or delete any personal information held by the Foundation, please write to us at [foundation@shn.ca](mailto:foundation@shn.ca).

## **8. Changes to This Notice**

We may update this Notice from time to time to reflect changes in our practices or legal requirements. Any changes will be posted on this page, and the effective date will be updated accordingly.

Thank you for trusting Scarborough Health Network Foundation with your personal information.

[Privacy Policy](#)