



Association of
Independent
Funeral
Professionals

POLICY PRIVACY & CONFIDENTIALITY STATEMENT

The Association of Independent Funeral Professionals (AIFP) is committed to safeguarding your privacy online.

The AIFP has created this privacy statement in order to demonstrate our commitment to privacy and confidentiality. This document discloses our information gathering and dissemination practices for our website (<https://www.aifp.org.au>).

The AIFP does not collect personally identifiable information about individuals except when such individuals specifically provide such information on a voluntary basis. For example, such personally identifiable information may be gathered through the membership process or registration for events or services and in connection with content submissions, community postings (newsletters or forums), suggestions and transactional areas.

Author: Jacqui Chaplin
Responsible Officer: Secretary
Date Written: 30 March 2019
Officer & Date Reviewed:
Events Director 7-5-20
Next Review: May 2022

**ASSOCIATION OF
INDEPENDENT
FUNERAL
PROFESSIONALS**

PO Box 3252,
Murrumbeena VIC 3163

<http://aifp.org.au/>

President: Carly Dalton
president@aifp.org.au
0419 584 424

Secretary: Sarah Aird
secretary@aifp.org.au

Personally identifiable information on individual users will not be sold or otherwise transferred to unaffiliated third parties without the approval of the user at the time of collection. At such points of collection, the user will have the opportunity to indicate whether he or she would like to 'opt out' of receiving promotional and/or marketing information about other products, services and offerings and/or any third parties.

Further, notwithstanding any opt out of promotional information by the user, we reserve the right to contact a member regarding account status, changes to the constitution or membership agreement and other matters relevant to the underlying service and/or the information collected.

We do reserve the right to perform statistical analyses of user behaviour and characteristics in order to measure interest in and use of the various areas of the site and to inform advertisers of such information as well as the number of users that have been exposed to or clicked on their advertising banners. Upon request, we will allow any user to 'opt out' of further promotional contacts at any time. Additionally, upon request, we will use reasonable efforts to allow users to update/correct personal information previously submitted which the user states is erroneous to the extent such activities will not compromise privacy or security interests.

In 2020 the AIFP is implementing an online Membership Management System to more efficiently manage our membership and all associated activities. Members will have a personal profile and can at anytime edit their own data and manage their own preferences within the system's processes and capabilities.

Also, upon a user's request, we will use commercially reasonable efforts to functionally delete the user and his or her personal information from its database; however, it may be impossible to delete a user's entry without some residual information because of backups and records of deletions. Access to the database containing personal information is restricted to Association of Independent Funeral Professionals directors and staff members with direct responsibility for membership or management of the website. Authorised board and staff members are not allowed to pass on information about members to non-authorised staff without the express permission of the President. The Association of Independent Funeral Professionals reserves the right to change this policy at any time by notifying users of the existence of a new privacy statement. This statement and the policies outlined herein are not intended to and do not create any contractual or other legal rights in or on behalf of any party.

Choice/Opt-Out

Our new (2020) site will continue to provide users and members the opportunity to opt-out of receiving communications. This site, backed by a Wild Apricot Membership Management System will allow users and members the option to request their information to be archived from our database so as to not receive future communications.

If you have any queries or questions regarding this statement or the process of transitioning to the Membership Relationship Management System in Quarter 2 of 2020 please contact

The AIFP President via email president@aifp.org.au Alternately you can call +61 (0)419 584 424

If you have any questions about this privacy statement, the practices of the Association, or your dealings with this website, you can contact:

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Telephone: +61 (0)419 584 424

Email: president@aifp.org.au