**Copyright and Privacy Statement**

Sakyadhita Australia (SA) values protecting your privacy.  This document describes the policies and practices which apply to personal information collected by SA. The policy aims to comply with the current law in Australia for this type of organisation.

Whilst all reasonable measures have been taken to ensure your safety and privacy, users are advised that there are inherent risks in transmitting information across the internet.

**Collection, Use and Disclosure of Personal Information**

Sakyadhita Australia (SA) collects personal information when individuals apply for membership, offer assistance or support, attend events or interact with SA via social media (eg Twitter and Facebook).

The information collected includes contact details, amount and method of payment, and preferences as to the ways in which the individual is prepared to assist the SA meet its objectives.  With respect to social media interactions, SA only collects information held in public social media profiles.

This information is used for the purpose of administering the affairs of SA and communicating with members, supporters and volunteers. It may also be disclosed where necessary in connection with these purposes, but any other disclosure will only be with the individual's prior consent or as required by law.

Personal information is also collected about individuals making enquiries about SA and its work, or who make comments on activities, whether by post, telephone or e-mail. This information is used to respond to the enquiry, and for subsequent follow-up if required. SA will not disclose information about enquirers without their consent, or unless required by law.

Information is also collected about contacts in the media and other organisations, including government and business. This information is used to further the objectives of SA and may be disclosed to third parties for this purpose, or as required by law.

Financial information connected to payments may be collected or stored by a third-party payment processor and is subject to their terms and policies.

**Web Site**

When you use the SA web site, we may send cookies - small text files containing alphanumeric characters - to your computer to identify your browser and help enhance your experience. You can set your web browser to refuse all cookies or to indicate when a cookie is being sent. Some features of our website may not function properly if the ability to accept cookies is disabled. We may use tiny images known as clear GIFs to track behaviour of users, such as statistics about who opens our emails.

Our servers automatically record certain log file information reported from your browser when you access the website. These server logs may include information such as which pages you visited, your internet Protocol ("IP") address, browser type, and other information on how you interact with our Services. These log files are generally deleted after one week.

SA uses Google Analytics to help us understand how our website and social media are used.

Financial information connected to payments may be collected or stored by third-party payment processor and is subject to their terms and policies.

**Membership, Volunteer, Supporter Details**

Sakyadhita Australia (SA) does not and will not sell, rent or share personal information or mailing lists stored in our databases. The Officers may disclose information about specific members, volunteers or supporters in accordance with their clearly expressed preferences about the ways in which they are prepared to assist SA achieve its objectives.

SA uses email to communicate with members, volunteers and supporters using email addresses submitted to us during registration on the website or submitted to us by you via alternative means. Otherwise, SA does not add email addresses to our database or mailing lists without express prior consent. You can opt-out from receiving email correspondence during registration, or at any time by emailing sakyadhitaoz@gmail.com.

**Consent for Disclosure**

While SA does not generally disclose personal information to third parties without the express permission of the individual concerned, there are some circumstances where it is necessary that we disclose information with implied consent. SA defines "implied consent" narrowly.

For example: SA's web pages and databases containing personal data, like those of many other organisations and companies, are hosted by external organisations and/or individuals. Information that you provide to SA via the Internet passes through one or more of these service providers' systems in order to be received by SA, and/or, SA may disclose information to such a service provider when necessary to provide you with membership or other services. In this regard SA arranges hosting services only with organisations or individuals who have privacy policies/practices that are in accord with SA's privacy policy.

We may share non-personally identifiable information (such as anonymous usage data, referring/exit pages and URLs, platform types, number of clicks, etc.) to our third party service providers.

**Security of Personal Information**

Sakyadhita Australia membership and mailing list subscriber details and other personal data is stored on the secure servers of our external hosting providers. Access to data is restricted and granted only for the purposes of administering and conducting the affairs of the organisation.

We endeavour to protect the privacy Personal Information we hold in our records, note however that due to possible exceptional circumstances that may arise we cannot guarantee complete security.

E-mail should not generally be regarded as secure. If you wish to provide private information to Sakyadhita Australia do so by post.