



PRIVACY POLICY

Objective: To ensure transparency and objectivity in all activities, projects and structures of the Marist Mission Centre (MMC).

Scope: This policy applies to all Trustees, staff, contractors, partners, agents and volunteers that operate under the auspices of MMC.

MMC is committed to the protecting and respecting the private information of all stakeholders involved in the activities and projects of the organisation. The Commonwealth Privacy Act, 1988, which sets out a number of principles concerning the privacy of individuals, binds MMC. Should there be, in a specific case, any inconsistency between this policy and the Act, this statement shall be interpreted, in respect of that case, to give effect to, and comply with the legislation.

As a supplementary international development agency that raises funds through donations, MMC is committed to protecting the privacy of donors. MMC will only use relevant personal information within the internal processes of the organisations for the purposes of processing donations, providing information or any purpose related to the work of MMC. MMC will not share the personal information of donors to any party without the express or implied permission of the individual, or where sharing is, otherwise required or permitted by law, or where there is necessity on a temporary basis, to enable our contractors to perform specific functions. Permission will be sought on each occasion that information is requested be shared. MMC takes reasonable steps that these external parties are bound by confidentiality and privacy obligations in relation to the protection of personal information.

MMC stresses the importance of ensuring that the use of images and messages portraying women and men, boys and girls in the communications and publications of MMC respects the dignity, values, history, religion, and culture of the people portrayed. Images and messages of women and men, boys and girls will be presented in a dignified, respectful manner, portraying people as equal partners in the development process. Images and messages will honestly portray the diversity of local people including age, disability and other marginalised groups. Images and messages will honestly convey the context and complexity of the situations in which local people live. Key figures in images will be informed of what the image is being used for and if possible, their permission obtained. Origins of any images will be known and any necessary permissions, including copyright releases, be held. Care will be taken to ensure that the identification or use of images of local people will not endanger the people portrayed.

MMC employs appropriate technical, administrative and physical procedures to protect personal information from unauthorised disclosure, loss, misuse or alteration. MMC limits access to personal information to individuals with a business need consistent with the reason the information was provided. MMC keeps personal information only for as long as it is required for business purposes or by the law.

MMC acknowledges the right of individuals to access their personal information, subject to exceptions allowed by law. From time to time, MMC may use customer information for new, unanticipated uses not previously disclosed in the privacy notice. If information practices change at some time in the future, MMC will use for these new purposes only, data collected from the time of the policy change forward will adhere to the updated practices.

Through the MMC website, MMC may collect non-personal information from individuals such as browser type, operating system, and web pages visited to assist in the management of this website. MMC uses cookies and other internal technologies to collect or store personal information unless individuals have opted in to such a feature.

MMC reserves the right to make amendments to this Privacy Policy at any time. If you have objections to the Privacy Policy, you should not access or use the site.