

# National Farmers Union – Ontario (NFU-O)

## Privacy Policy

### Introduction

The *Personal Information Privacy and Electronic Document Act* (PIPEDA) sets out the ground rules for how private-sector organizations collect, use or disclose personal information in the course of commercial activities across Canada.

The NFU-O respects the privacy of its members and users of its website. Our policy adheres to the principles of PIPEDA. Our policy may be updated from time to time. The most current version will be accessible on our website, and by contacting the NFU-O office at [office@nfuontario.ca](mailto:office@nfuontario.ca) or 8075 Maynard Road, Orono, Ontario, L0B 1M0.

### Policy

#### 1. Accountability

The NFU-O does not sell or share any personal information that is collected on our website without consent. Personal information held by the NFU-O or transferred to a third party for processing will be protected.

The Privacy and Information Committee is responsible for the NFU-O's compliance with its privacy policy. If you have any concerns about the collection or protection of personal information, please contact us at:

National Farmers Union – Ontario  
Privacy and Information Committee  
8075 Maynard Road, Orono, Ontario, L0B 1M0

Attention: Dave Kranenburg, Executive Director

Email: [office@nfuontario.ca](mailto:office@nfuontario.ca)

#### 2. Purpose for Collection

We will identify the reasons for collecting personal information before or at the time of collection. As part of our services as an accredited farm organization, information is collected to:

- Provide you with member services

- Provide you with relevant information that is beneficial to your farm business
- Provide a method of communication about events and activities
- Respond to concerns or questions
- Provide information to our Locals so they can share information about events and activities in your area

If you do not want your personal information used in any of these ways, please contact us at [office@nfontario.ca](mailto:office@nfontario.ca).

### **3. Obtain Informed Consent**

We will seek your informed consent at the time of collecting your personal information. If at any time the use of your information may change, we will obtain consent for the new purpose of using your information. We will only collect personal information without an individual's knowledge or consent, as needed, as outlined as specific exceptions under PIPEDA (e.g. to provide information for a subpoena).

### **4. Limit Collection of Personal Information**

We won't collect personal information beyond that which is necessary to deliver membership services. We won't deceive or mislead individuals about the reasons for collecting personal information.

### **5. Limit Use, Disclosure, & Retention**

We will use or disclose personal information only for the purpose for which it was collected, unless the individual consents, or the use or disclosure is authorized by PIPEDA. We'll keep personal information only as long as necessary to satisfy the purposes of member services. We'll destroy, erase or render anonymous any personal information that's no longer required for an identified purpose or a legal requirement.

### **6. Keep Personal Information Accurate**

We will make every effort to minimize the possibility of using incorrect information or when disclosing information to third parties. To help us keep information up to date and accurate please send us any changes to your farm business, address or contact information to [office@nfontario.ca](mailto:office@nfontario.ca).

### **7. Safeguard Personal Information**

We will protect personal information against loss or theft. We'll safeguard the information from

unauthorized access, disclosure, copying, use or modification. We'll protect personal information regardless of the format in which it's held.

We use a number of methods to safeguard personal information including training staff on this policy and our confidentiality policy, using secure passwords, and limiting access to confidential information.

## **8. Access to Personal Information**

With some specific exceptions outlined in PIPEDA, individuals have access to the private information the NFU-O has about them.

When requested, we will inform individuals if we have any personal information about them and give individuals access to their information. We will explain how it is or has been used and provide a list of any organizations to which it has been disclosed. We will correct or amend any personal information if its accuracy and completeness is challenged and found to be deficient. We'll provide a copy of the information requested, or reasons for not providing access, subject to exceptions set out in Section 9 of PIPEDA. We'll note any disagreement on the file and advise third parties where appropriate.

## **9. Recourse**

If you have any concerns about the protection of personal information, please contact us at:

National Farmers Union – Ontario  
8075 Maynard Road, Orono, Ontario, L0B 1M0

Email: [office@nfuontario.ca](mailto:office@nfuontario.ca)

Attention: Dave Kranenburg, Executive Director

We will promptly investigate all complaints received. If identified, we will take all appropriate and reasonable measures to correct information handling practices.