

# SELKIRK & DISTRICT COMMUNITY FOUNDATION INC.

## PRIVACY POLICY

This privacy statement discloses the privacy practices for the Selkirk and District Community Foundation and its website, [www.sdcf.ca](http://www.sdcf.ca).

### What is Personal Information?

Personal information is any information that can be used to distinguish, identify or contact a specific individual such as an individual's address, birth date, email address or phone number. The Selkirk and District Community Foundation is committed to protecting the privacy of its donors, employees, stakeholders as outlined in Section (2), Confidentiality of Information, in the Foundation's Conflict of Interest Policy. Any personal information provided to us will not be released, sold or rented to any third party.

### Our Privacy Practices

Personal information gathered by the Foundation is kept in confidence, and is only used by authorized individuals consistent with the activities of the Foundation.

As a regular course of business the Foundation reports to the public, as outlined in the Foundation's Recording and Publishing Policy, specific details of all its endowment funds and donors. This information may be printed in our annual report and is available online at our website [www.sdcf.ca](http://www.sdcf.ca). Anonymity is available when requested.

### Website

The Foundation uses passwords, encryption software and firewalls to ensure privacy and to protect personal and other information we may receive online. Our software is routinely updated to maximize protection of such information.

The Selkirk and District Community Foundation is strongly committed to protecting the privacy of those who use our website. This site compiles conventional log files to monitor and assess activity related to visits to the site. The information we collect is used to improve and enhance the content and services of the website. We do not disclose information about individual visits neither do we provide the information given to us on our website to outside companies.

## Privacy Policy

### Questions or Comments

If you have any questions about this privacy statement, the treatment of personal information or dealings with our website, you can contact:

Executive Director  
Selkirk and District Community Foundation  
By mail to 200 Eaton Ave, Selkirk, MB. R1A 0W6  
By phone at 204-785-9755  
By email at [selkirkfoundation@shaw.ca](mailto:selkirkfoundation@shaw.ca)

### Non- Compliance of this Privacy Policy

The President (Chair) and/or the Executive Director shall assess the circumstances surrounding any noncompliance with this policy and shall make recommendations, if necessary, to the Board of Directors.

This policy is to be reviewed every three years.

### ADOPTED at a meeting of the Board of Directors of the Foundation:

**DATE:** May 10, 2016

**Chair** \_\_\_\_\_ **Kelly Lewis**

**Secretary** \_\_\_\_\_ **Shirley Muir**

*Original Privacy Policy was adopted by the Board on July 13, 2010*