



**Royal Astronomical Society of Canada Prince George Centre
A.k.a. the Prince George Astronomical Society**

7365 Tedford Road
Prince George, B.C.
Canada
V2N 6S2

**P.G.A.S.
Privacy Principles**

1. Accountability

P.G.A.S. is accountable for all personal information in its possession or control, including information disclosed to third parties for processing.

2. Identifying Purposes

When collecting personal information from our members, tour groups or supporters we will clearly identify in each case the specific purposes for doing so.

3. Consent

Consent to the collection of personal information for the identified purposes will be obtained before or at the time the information is collected. In some cases the party through the process of providing the information grants consent.

4. Limiting Collection

The collection of personal information will be limited to information that is necessary for the purposes identified by P.G.A.S.. Information will be collected only by fair and lawful means.

5. Limiting Use, Disclosure and Retention

Personal information will not be used or disclosed for purposes other than those for which it was collected, except with the express consent of the individual or as required by law. It will only be retained for as long as necessary to fulfill the identified purpose, after which time it will be destroyed erased or made anonymous.

6. Accuracy

P.G.A.S. will use reasonable efforts to keep personal information as accurate, complete and up-to-date as necessary for the purposes identified to the individual.

7. Safeguarding Personal Information



**Royal Astronomical Society of Canada Prince George Centre
A.k.a. the Prince George Astronomical Society**

7365 Tedford Road
Prince George, B.C.
Canada
V2N 6S2

P.G.A.S. will protect personal information with physical, organizational and technological safeguards appropriate to the sensitivity of the information.

8. Openness

P.G.A.S. will make information about its personal information management policies and practices available on request.

9. Access to Personal Information

Upon written request, P.G.A.S. will provide, within a reasonable time, information about the personal information in its custody or control, including its use and the identity of any third parties to whom the information has been disclosed. Individuals have the right to challenge the accuracy and completeness of their personal information and request that it be amended as appropriate. P.G.A.S. will advise third parties to whom the information has been disclosed of the amendment.

10. Challenging Compliance

You have the right to challenge our privacy compliance. Before we are able to provide you with any information or correct any inaccuracies we may ask you to verify your identity and for other details to help us respond to your request. If you wish to inquire about aspects of our Privacy Policy please direct your written request to our executive at 7365 Tedford Road, Prince George, B.C., V2N 6S2 or E-Mail us at "rascpg@telus.net".