



Privacy and Security Policies

Our Commitment

Elim Church is committed to protecting the privacy of its members, donors, supporters, employees and its stakeholders. We value the trust of the public and those we deal with, and recognize that maintaining this trust requires that we be transparent and accountable in how we treat the personal information that you choose to share with us.

During the course of our various activities, we frequently gather and use personal information. This information may be obtained directly from our stakeholders or collected from third parties that have the right to disclose this information to us. Anyone from whom we collect such personal information should expect that it will be carefully protected and that any use of or other dealing with this personal information is subject to express or implied consent. Our privacy practices are designed to achieve this.

Accountability

Elim Church's Pastor of Operations is the designated individual accountable for compliance with the privacy policies of the organization. Responsibility for the day-to-day collection and processing of personal information has been delegated to others within Elim Church.

Privacy Practices

Personal information gathered by Elim Church is kept in confidence. Our personnel are authorized to access personal information based only on their need to deal with it for the reason(s) for which it was obtained. Safeguards are in place to ensure that personal information is not disclosed or shared more widely than is necessary to achieve the purpose it was gathered. We contractually require any person or organization providing services to Elim Church to comply with federal and provincial privacy legislation. We also take measures to ensure that the integrity of personal information is maintained and retained only as long as it is required. Care is exercised in destruction of personal information to prevent unauthorized access. We collect, use and disclose personal information for purposes that a reasonable person would consider appropriate in light of the circumstances. We do not rent or sell personal information to any other organization.

Elim Church utilizes several measures to protect personal information, regardless of format, against loss, theft, unauthorized access, disclosure, copying, use or modification.

Privacy Policy Compliance

We regularly review our privacy practices for compliance of various processing activities, and for need of improvements in any areas.

Defining Personal Information

Personal information is information about an identifiable individual as defined, from time to time, in applicable Canadian (including federal, provincial, and territorial) privacy legislation. This includes any information that can be used to distinguish, identify or contact a specific individual. An individual's opinions or beliefs, as well as facts about, or related to, the individual may also be considered personal information. Business contact information and certain publicly available information, such as names, addresses, and telephone numbers as published in telephone directories, are not usually considered personal information.

When an individual uses his or her home contact information as business contact information as well, we consider the contact information provided to be business contact information, and therefore may not be subject to the same level of protection as personal information.

What Personal Information Do We Collect?

Personal information collected by Elim Church may include: name, address and other contact information, credit card or bank account information for donation and employee purposes, countries or programs an individual wishes to support, language preference, demographic information such as age and gender, and communication preferences for marketing purposes. We collect only sufficient information necessary to fulfill the identified purposes.

How Do We Use and Disclose Your Personal Information?

Elim Church collects personal information in order to service your account, understand your giving preferences and provide you with relevant communications and marketing materials. These purposes are identified at or before the time of the request or collection of personal information. We will obtain consent in advance if we wish to use personal information for a purpose not previously identified. In some cases it may be necessary to share the information with a third party service provider on a confidential basis. When this occurs, we provide only the information that is required to provide the services and require the third party to provide a comparable level of protection while the information is being processed.

Access to Personal Information

Subject to certain exception, which are provided for by applicable privacy legislation or by the Personal Information Protection and Electronic Documents Act (PIPEDA), you have a right to be told what personal information we hold about you, how that information has been or is being used, and to whom we may have disclosed that information. You also have a right to provide us with a correction if you believe that any personal information we hold about you may be inaccurate.

Donor Consent

Elim Church does not collect, use or disclose personal information without the knowledge and consent of the individual to whom it relates. The form of consent may vary depending on the type of information and its sensitivity, as well as the reasonable expectations of the individual to whom it relates. We offer several opt-in lists for both regular mail and electronic mail and telephone. Any

personally identifiable information provided by you is used for the purpose of delivering the mailing item, renewing your subscription, research, and/or marketing. Users may choose to opt-out at any time by contacting our office at (306) 374-1700.

Website and Electronic Commerce

Elim Church uses password protocols and encryption software to protect personal and other information we receive when a service is requested and/or paid for online. Our software is routinely updated to maximize protection of such information. Our website uses, or might in the future use technology features such as log-in registration, cookies, or click through tracking software. The site also logs information such as website IP addresses and browser types. This information is used for analysis purposes and to provide better service for users.

