

Open Baptists Privacy Policy

1. Introduction

Open Baptists is committed to protecting the privacy and security of personal information in accordance with the Australian Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs). This Privacy Policy explains how we collect, use, store, and disclose your personal information.

2. Collection of Personal Information

We collect and store personal information necessary for our activities and operations. This may include:

- Name, contact details (address, phone number, email)
- Date of birth and demographic information
- Donation and payment details
- Volunteer or employment application details
- Details of applications for accreditation for pastoral ministry

We collect this information through direct interactions (e.g., forms, emails, phone calls) and third-party sources where applicable.

3. Use of Personal Information

We use your personal information to:

- Provide services and support
- Process donations and issue receipts
- Manage volunteer and employment applications
- Manage applications for accreditation for pastoral ministry
- Communicate updates, newsletters, and fundraising appeals
- Comply with legal and regulatory obligations, including our duty of care to vulnerable people and children
- Compile statistics for reporting purposes
- Improve our programs and operations

4. Disclosure of Personal Information

We do not sell, trade, or rent personal information. We may disclose information to:

- Service providers assisting with our operations (e.g., payment processors, IT support)
- Regulatory bodies as required by law
- Partners and affiliates, with consent or where permitted by law

Photographs and videos may be taken at Open Baptists events. Open Baptists will not display these in public without giving identifiable people a reasonable opportunity to indicate that they do not wish the material to be displayed. Images of people under the age of 16 will be displayed in public only with the explicit permission of their parents or guardians.

5. Data Security

We take reasonable steps to protect personal information from misuse, interference, loss, unauthorised access, modification, or disclosure. This includes:

- Secure databases with restricted access
- Multi-factor authentication (MFA) for IT system access
- Role-based access controls (RBAC) to ensure staff and volunteers access only necessary data

6. Access and Correction

You have the right to request access to and correction of your personal information. To do so, please contact us using the details below.

7. Cookies and Website Analytics

Our website may use cookies and analytics tools to enhance user experience. You can manage cookie preferences through your browser settings.

8. Complaints and Contact Information

If you have concerns about how we handle your personal information, you can contact us at:

Open Baptists Ltd

Mail: PO Box 4055, Kingston ACT 2604

Email: sec@openbaptists.org

If you are not satisfied with our response, you may contact the Office of the Australian Information Commissioner (OAIC) at www.oaic.gov.au.

9. Updates to This Privacy Policy

We may update this Privacy Policy periodically. Changes will be posted on our website with the effective date.

Last updated: 27 March 2025