

## COMMUNICATIONS AND PRIVACY POLICY

North Delta Minor Hockey Association strives to ensure that open communication occurs with all registered members. The Association is cognizant that private information obtained from its members will only be used for the purposes of North Delta Hockey.

All member-wide or media relations communication will be provided by the President,  $1^{st}$  Vice-President or  $2^{nd}$  Vice-President.

Our members personal and private information obtained on registration will remain with North Delta Minor Hockey. In case of player movements, information will be provided to Pacific Coast Amateur Hockey as outlined on the completed form completed by the member. Under no circumstances will information be provided to an associated vendor or supplier or member for the purposes of soliciting business.

Information collected is also used to satisfy Hockey Canada requirements proving identity, proof of residence, proof of age, and criminal record checks. Document copies are kept in a locked environment with the following restricted access: President, Registrar, Treasurer, Risk Manager and Administrative Assistant.

The following information is entered and stored electronically in the Hockey Canada Registry for players, coaches, assistants and board members:

- Name
- Hockey Canada Registry Identification Number
- Status
- Parent/Guardian Names
- Address
- Birthdate
- E-mail address
- Association Assignment (North Delta)
- Division Assignment
- Team Assignment
- Statistics
- Payment Records
- Qualifications/Certifications such as certificates for Coaching, Respect in Sport and HSCP

Note: If a member chooses to pay by credit card, the credit card information may be stored by Hockey Canada against a member's profile but is not visible to the North Delta Minor Hockey Association. If assistance is provided to a member by the NDMHA Registrar to update credit card information, no information is stored by North Delta Minor Hockey.

A member is able to access their Hockey Canada Registry profile through the Hockey Canada Registry website with a user name and password provided and maintained by Hockey Canada.



North Delta Minor Hockey division managers will be provided with name and address information for player's within their division. North Delta Minor Hockey team managers and coaches will be provided with name and address information for player's on their team. All information obtained by the manager including Hockey Canada Medical Information will be destroyed at the end of the season.

North Delta Minor Hockey maintains its own website, separate from Hockey Canada, where it communicates general information for the association including notices, events, teams, and schedules. A Member's only section of the website requires a user id and password which provides access to the member's team roster the only essential information available to the team.