

Scuderia Italian Car Club Incorporated

Privacy Policy

Introduction

The Scuderia Italian Car Club Incorporated (SICC) conducts a range of activities to promote and celebrate Italian automotive heritage and culture in Australia. These activities include car shows, club meetings, automotive tours, community events, and the provision of membership services. In carrying out these activities, the Club collects personal information from members, participants, and stakeholders. This information is collected to assist the Club in operating efficiently, maintaining accurate records, managing events, and meeting its organisational, administrative, and legal obligations.

The Club is bound by the Privacy Act 1988, including the Australian Privacy Principles introduced by the 2001 amendments. The Club is committed to respecting and protecting the privacy of individuals and the confidentiality of their personal information.

This policy outlines how the Club collects, stores, uses, and disposes of personal information in accordance with relevant privacy legislation.

Application

This policy applies to:

- Club members and applicants for membership;
- Participants in Club events and activities;
- Volunteers, contractors, and prospective employees of the Club;
- Sponsors, partners, and service providers;
- Members of the general public who engage with the Club;
- Any other individuals from whom the Club collects personal information.

This policy and the provisions of the Privacy Act do **not** apply to employee records where those records are directly related to a current or former employment relationship within the Club, to the extent permitted by law.

This policy applies wherever personal information is collected and/or used by the Club.

‘Personal information’ means information or an opinion, whether true or not, and whether or not recorded in material form, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion.

In addition to personal information, the Privacy Act also regulates the collection of ‘sensitive information’, which may include details about an individual’s racial or ethnic origin, political opinions, religious beliefs, criminal record, sexual orientation, union membership, or health information. The Club will only collect sensitive information with the individual's consent and where it is necessary for the Club’s functions or activities.

Purpose of Collection of Personal Information

The Scuderia Italian Car Club Incorporated (SICC) collects personal information for a range of purposes to support the effective running of the Club and to provide value to its members and community. These purposes include:

- To manage and maintain accurate membership records;
- To communicate with members regarding events, meetings, and Club news;
- To organise and administer Club events, including car shows, drives, and social gatherings;
- For insurance and risk management purposes;
- For marketing, promotional and fundraising activities related to the Club;
- To assess applications for membership, volunteering, or employment within the Club;
- Other related purposes that may arise from time to time in connection with the Club's operations.

Collection of Personal Information

The Club collects personal information through a variety of means, including:

- When you submit a membership or event registration form;
- When you provide personal details through Club communications, emails, or our website;
- When you participate in Club events, activities, or competitions;
- When you apply for a volunteer, staff, or committee position within the Club;
- Other methods of collection that may arise from time to time.

The Club will generally aim to collect your personal information directly from you. If, in some cases, this is not possible, the Club will seek your consent before collecting information from a third party. Where consent cannot be obtained, the Club will comply with the relevant provisions and exemptions of the **Privacy Act 1988**.

For individuals under the age of 18, personal information will ordinarily be collected from a parent or legal guardian, unless there are specific circumstances requiring direct collection from the individual.

For prospective employees or volunteers, the Club may also collect personal information by speaking with referees and, where appropriate, may contact previous employers not listed as referees. In such cases, the applicant will be informed before any contact is made.

Information Held

The Scuderia Italian Car Club Incorporated (SICC) may hold a range of personal or, where applicable, sensitive information about you, including:

- Personal contact details (such as name, address, phone number, and email address);
- Information relating to your membership application or event registrations;
- Vehicle details you have voluntarily provided (e.g. make, model, year, registration status);
- Information relating to your application for volunteer, committee, or employment roles

within the Club;

- Any health information that may be required for event safety, insurance, or legal compliance;
 - Emergency contact details for use during Club activities or events;
 - Photographs or video footage taken at Club events (used in newsletters, reports, or promotional material);
 - Any other information relevant to your participation in Club activities, services, or communications.
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How Your Personal Information is Used

Your personal information will be used for the purpose for which it was collected, or for a secondary purpose that is directly related and would be reasonably expected in the context of Club activities. This includes, but is not limited to:

- Managing your membership and participation in Club activities and events;
- Communicating with you about upcoming events, news, and administrative matters;
- Coordinating Club meetings, shows, drives, and other initiatives;
- Complying with legal, insurance, and risk management requirements;
- Ensuring your health and safety during events, where relevant;
- Assessing your suitability for volunteer or staff roles if you apply (or, with your consent, if a suitable opportunity arises).

The Club may also use photographs or non-identifiable information for promotional, historical, or reporting purposes, such as on the Club's website, social media, or in newsletters.

Personal information will not be shared or disclosed without your consent unless required by law or in circumstances where permitted by the **Privacy Act 1988**.

Website

The Scuderia Italian Car Club Incorporated (SICC) operates a website at <https://scuderia.asn.au>

The website provides information about the Club's mission, upcoming events, membership details, photo galleries, historical content related to Italian automotive culture, and links to other motoring-related resources.

The Club does not collect personal information from visitors to the website unless it is voluntarily provided via online forms (e.g. event registration, membership applications, contact forms). No personal data is recorded simply by browsing the website.

Storage of Information

The Club takes reasonable steps to protect personal information from misuse, interference, loss, unauthorised access, modification, or disclosure. These measures include:

- Secure storage of paper records in locked facilities;
- Restricted access to digital records via password-protected systems;
- Use of reputable IT service providers with appropriate data security protocols.

Only authorised Club officers or volunteers have access to personal data, and only to the extent necessary for them to carry out their responsibilities.

Personal information is retained for as long as it is necessary for the purpose for which it was collected, or as required by law or the Club's internal governance policies.

Disclosure of Personal Information

Your personal information will not be disclosed to third parties without your consent, unless:

- Required or authorised by law;
- Necessary to prevent a serious threat to health or safety; or
- Required by third-party service providers (such as insurers, web hosts, or mailing services) assisting the Club in its operations, in which case confidentiality agreements or equivalent protections are applied.

Where the Club works with contractors or service providers who may access personal information, reasonable steps are taken to ensure that such access is limited and that information is handled securely and confidentially.

Accessing Your Information

You may request access to the personal information the Club holds about you at any time. Access will generally be granted unless there are legal or administrative reasons to refuse it, in accordance with the **Privacy Act 1988**.

To request access or to update your personal information, please make a written request to the Club Secretary.

A reasonable fee may be charged if your request involves substantial administrative effort, such as photocopying or data retrieval.

Accuracy of Information

The Scuderia Italian Car Club Incorporated (SICC) will take all reasonable steps to ensure that the personal information it holds is accurate, complete, and up to date. However, it is your responsibility to inform the Club of any changes to your personal information.

If you wish to update or correct your details (such as your contact information, vehicle ownership, or membership status), you should submit a written request to the Club Secretary or another designated Club representative. Your request should clearly outline the changes you would like made.

Consequences of Not Providing Personal Information

Subject to certain exceptions under the **Privacy Act 1988**, the Club cannot collect your personal or sensitive information without your consent.

If you choose not to provide certain personal information or withhold your consent, the Club may be unable to:

- Process your membership or event registrations;
 - Communicate with you about Club news or activities;
 - Ensure your safety and meet insurance obligations at events;
 - Assess your eligibility for volunteer or staff roles;
 - Respond effectively to any enquiries, issues, or concerns you raise.
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Questions and Complaints

If you have any questions about this Privacy Policy or concerns about how the Club has handled your personal information, please contact the Club Secretary in the first instance.

If your concern is not resolved to your satisfaction, you may lodge a formal complaint with the **Office of the Australian Information Commissioner (OAIC)**, which oversees privacy compliance in Australia.

Office of the Australian Information Commissioner (OAIC)

GPO Box 5218

Sydney NSW 2001

Telephone: 1300 363 992

Email: enquiries@oaic.gov.au

Website: www.oaic.gov.au