

District 5M7 Privacy Policy

Collection and Use of Personal Membership Data by District 5M7

Purpose:

District 5M7 (5M7) recognizes the importance of protecting the private information of our members. 5M7 is dedicated to preventing the unauthorized data access, maintaining data accuracy, and ensuring the appropriate use of information.

Access to private information collected by 5M7 is limited to Lions, Lions Clubs, and authorized organizations that will use the information to further Lions' causes.

Access to information requires the agreement and compliance with the Lions' privacy policies and practices.

This privacy policy shall apply to all information maintained by 5M7 in whatever format, physical or electronic.

1. *Privacy Policy:*

5M7 collects personal information about Lions Club, Lioness Club and Leo Club members to facilitate communications with and between our members. This information is used solely to further 5M7's Purposes including that "to unite the clubs in bonds of friendship good fellowship and mutual understanding" and to conduct its necessary operational activities including:

- Dues and other billings
- Distribution of the 5M7 Gram
- Distribution of 5M7 membership/officer information as authorized by the 5M7 cabinet
- Compilation of membership profiles and trends to support membership growth, extension and retention programs
- Meeting planning as to facilitate 5M7 events and training
- Furtherance of Public Relations activities and Cooperative Alliances
- Support of Lions Clubs International Foundation and Multiple District 5M projects
- Special advertising, non-dues revenue programs or other purposes in accordance with the Purposes and Objects as determined by the 5M7 cabinet
- Disclosure of information as required by law or that is pertinent to judicial or governmental investigations

Any payment information collected shall be protected by software during transmission, which encrypts all personal information so that it can be safeguarded over Internet channels. We reveal only a limited part of credit card numbers when confirming an order.

Visitors should be aware that when they are on the website, they could be directed to other websites beyond our control. If they visit a website that is linked to our website, they should consult the privacy policy of that website before providing any personal information.

2. District Directory

5M7 will publish a district directory yearly of the officers and cabinet members of the district in compliance with the opt-in policies of the multiple district. No officer or cabinet members information will be posted without their approval.

The district directory will also contain the phone number and email address contact information for each of the club's presidents and secretaries. This information will not be posted on the web site.

The district directory will be distributed to all cabinet members, club presidents and club secretaries.

3. Mailing Lists

5M7 prohibits furnishing any list of Lions' contact information to any person/organization for personal advantage or gain.

The cabinet will review requests from organizations and allow the furnishing of mailing lists to individuals or groups using the lists for approved fundraising or informational purposes.

List Requests must include the following:

- Name, address, phone number and email of person or organization requesting the list
- Purpose for which the mailing list is to be used
- Written assurance that the list will be used one-time only for the stated purpose and will not be given or sold to others
- An exact copy of the material being mailed
- Requests for lists not conforming to the above minimum standards will be returned to the submitter noting that 5M7 cabinet action will not be taken on incomplete requests.

The following do not require 5M7 cabinet approval to receive available contact information for Club Presidents and Secretaries:

- Organizations or individuals approved by the Multiple District
- District Endorsed or Supported Projects or Programs
- District Convention

Only contact information available via a data download from LCI will be provided electronically.

5M7 will download the most recent contact information and supply it electronically to the requestor within 15 days of the request being approved.

4. Compliance

In compliance with the Children's Online Privacy Protection Act of 1998(COPPA), site operators should never knowingly request personal information from anyone under the age of 13. If such personal information is inadvertently collected, it will be deleted from the systems.

Lions/Leo/Lioness Clubs should consider their privacy practices and follow similar guidelines when using the personal information of members, donors, recipients of your humanitarian assistance, or

that of other individuals obtained in the course of conducting your activities. They should consider obtaining written permission before disclosing any personal information including names, addresses, email addresses, telephone numbers, medical information, financial information, etc. They should also be cautious when posting any personal information on the Internet or sharing email addresses with third parties.

5. Consistency

This policy shall be consistent with the Constitution, By-Laws and Policy of Lions Clubs International. If any part hereof is found not to be consistent with such Constitution, By-Laws or Policies only the inconsistent part shall be voided and superseded by such overriding Constitution, By-Laws or Policies, and such inconsistency shall not affect the validity of this policy as a whole.

6. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

If you have any concerns or questions about these policies, please contact 5M7
5M7Secretary@gmail.com