

# **Blackville Credit Union Privacy Statement**

## **Your Privacy Is Our Priority**

Credit Unions have a history of respecting the privacy of our members. Your Board of Directors has adopted the Credit Union Code for the Protection of Personal Information (Privacy Code). We have policies and procedures in place to protect your privacy and your right to control the collection, use, and disclosure of your personal information.

## **Why Do We Collect Your Personal Information?**

We use your personal information to help us provide the highest standards of financial service.

We collect this information from you directly, with your consent, and according to the terms of the product and service arrangements you have made with or through us. Information is also obtained with your consent from credit bureaus, other financial institutions, and from the references you provide to us.

Your personal information is collected for one or more of the following purposes:

- To verify your identity
- To understand your needs and eligibility for products and services
- To open, maintain and administer your accounts and provide financial services that meet your needs
- To obtain credit reports, evaluate your credit rating and credit worthiness, and check references
- To administer and manage security and risk in relation to your accounts and the financial services provided to you
- To comply with legal and regulatory requirements
- To offer and provide you with other products and services of the credit union and of our affiliates and service suppliers.

## **What Personal Information Do We Collect?**

Information that we collect may include, but is not limited to your contact information, email address, date of birth, gender, income, marital status, employment history, financial records, Social Insurance Number (SIN) or other government issued identification numbers, and credit history.

The law requires us to ask you for your SIN when you open an interest bearing account. We also may use it to identify you with credit bureaus and other financial institutions for credit matching purposes. However, providing your SIN is not a condition of service.

## **With Whom Do We Share Your Personal Information?**

We only share your personal information with your consent or where we are required or permitted to do so by law. We never sell, rent, or lease personal information to third parties.

When you become a member or open an account with us, you agree to the terms of our Standard Terms and Conditions and an account agreement. Both require your consent to allow us to share information with our suppliers and our partner organizations.

We use trusted, reputable suppliers to provide services such as, but not limited to the following, cheque and statement printing, data processing, member research and surveys, and payment clearing services. We provide suppliers with only the information necessary to perform the required services. To ensure confidentiality, personal information is removed from market research and survey reports provided to the credit union.

We ensure our suppliers implement security standards for information handling that are equal to our own, and we require them to protect your information in a manner that is consistent with our Privacy Code. In the event our suppliers are located outside of Canada, they are subject to the laws of the foreign jurisdiction and may be required to disclose personal information in accordance with those laws.

Your information is sometimes shared with our partner organizations that include co-operative companies and/or similar organizations to ensure we offer you a full range of financial products and services. Our partner organizations are also required to protect your information in a manner that is consistent with our Privacy Code.

## **Your Right To Access And Verify Personal Information**

You have the right to access, verify and update your personal information at any time. For more information, contact your Credit Union.

## **The 10 Principles Of The Credit Union Code For The Protection Of Personal Information.**

### **1. Accountability**

We have designated a Privacy Officer who is accountable for our compliance with the principles of the Privacy Code.

### **2. Identifying Purposes**

Before or at the time we ask you for personal information, we will identify the purposes for which it will be used or disclosed.

### **3. Consent**

We require your knowledge and consent for the collection, use, or disclosure of personal information.

### **4. Limiting Collection**

The collection of personal information shall be limited to that which is necessary for the purpose identified by the credit union.

## **5. Limiting Use, Disclosure, and Retention**

If you have provided explicit limited consent, your personal information shall not be used or disclosed for purposes other than those for which it was collected or as required by law. We will retain your information only as long as necessary to fulfill identified purposes.

## **6. Accuracy**

We will keep up to date information accurate, complete, and up to date.

## **7. Safeguards**

We will protect your personal information with appropriate security safeguards.

## **8. Openness**

We will make specific, understandable information readily available to you about your personal information policies and practices.

## **9. Individual Access**

When you request it, we will give you access to the existence, use, and disclosure of your information. You are entitled to question its accuracy and completeness, and its uses.

## **10. Changing Compliance**

You are entitled to question the Privacy Officer about your compliance with any of these principles.

## **Your Consent**

We collect, use and disclose your information only with your consent, unless we are obliged to do so by contractual requirements, by law, or in order to provide our financial services to you. When you become a member, or when you apply for a new product or service, we will obtain your consent in writing.

We may process personal information that we collected prior to implementing our Privacy Code and for which we do not have your express consent to use. This is considered implied consent and your personal information will be used for the purposes described, including disclosure to partner organizations unless you ask us to stop.

Subject to legal or contractual obligations, you can refuse to consent to our further collection, use or disclosure of your information at any time in the future by giving the credit union reasonable notice. However, withdrawal of your consent may limit the Credit Unions ability to offer some services.

You cannot refuse our collection, use and disclosure of information required by partner organizations that provide essential services to the Credit Union.

For Further Information, questions or concerns about privacy, you may contact your Credit Union or our Privacy Officer at:

**Blackville Credit Union**  
**128 Main Street**  
**Blackville, N.B**  
**E9B 1P1**

**Telephone: (506) 843-2219**  
**Fax: (506) 843-6773**

