

## Privacy Policy and Personal Data Consent

LPMN Toronto (Latin Project Management Network) is a non-profit organization committed to protecting the privacy and security of its members, volunteers, and participants' personal data. This Privacy Policy outlines how we collect, use, disclose, and protect personal information in compliance with the **Personal Information Protection and Electronic Documents Act (PIPEDA)** and other applicable regulations in Ontario.

By providing your personal information to LPMN Toronto, you consent to the collection, use, and disclosure of your information as described in this policy.

### Collection of Personal Information

LPMN Toronto collects personal information voluntarily and with the individual's consent, including but not limited to:

- **Identification details:** Name, email address, and contact number.
- **Professional and educational background:** Information relevant to participation in our events, programs, and networking activities.
- **Communication preferences:** Participation interests, event preferences, and interactions with LPMN initiatives.

We ensure that all personal information is collected in a fair and lawful manner and is relevant to the purposes for which it is collected.

### Purpose of Data Collection

LPMN Toronto uses personal information for the following purposes:

- **Membership and participation management:** To register and manage participation in LPMN events, training sessions, and volunteer opportunities.
- **Communication and engagement:** To share updates, newsletters, event invitations, and relevant networking opportunities.
- **Service improvement:** To analyze community needs and enhance LPMN's programs and initiatives.

Personal information will not be used for purposes other than those stated without obtaining additional consent.

### Data Retention and Disposal

LPMN Toronto retains personal information only as long as necessary to fulfill the purposes outlined in this policy or as required by law. Once data is no longer needed, it will be securely deleted or anonymized to prevent identification.

### Disclosure and Transfer of Information

LPMN Toronto does not sell, trade, or share personal information with third parties without explicit consent, except in the following cases:

- When required by law or a competent authority.

- When using third-party service providers for event management, communication, or technology infrastructure, ensuring data protection measures are in place.
- When data is stored on cloud-based platforms, in which case we ensure compliance with applicable privacy regulations.

### **Data Security and Protection**

We implement reasonable administrative, technical, and physical security measures to safeguard personal information against unauthorized access, alteration, disclosure, or destruction.

### **Your Rights and Choices**

Under **PIPEDA**, individuals have the right to:

- **Access their personal data** and request corrections if inaccurate.
- **Withdraw consent** for the use of their personal information at any time, subject to legal or contractual restrictions.
- **File a complaint** with the **Office of the Privacy Commissioner of Canada (OPC)** at [www.priv.gc.ca](http://www.priv.gc.ca) if they believe their personal information has been mishandled.

### **Consent and Authorization**

By submitting your personal information to LPMN Toronto, you acknowledge that you have read and understood this **Privacy Policy** and consent to the collection, use, and disclosure of your personal data as outlined.

If you wish to withdraw your consent or request modifications to your information, please contact us using the details below.

### **Contact Information**

For inquiries or requests regarding this policy or your personal information, please contact us at:

**Email:**

**Address:**