



# Privacy Policy

The Personal Support Network of Ontario (PSNO) values the privacy of our subscribers, associates and sponsors. The information we collect is used for internal purposes only to help us serve our stakeholders better. It is our policy to collect and store only personal information that is knowingly provided to us. We do not share personal information with anyone.

This Privacy Policy explains our practices regarding the collection of information from this website that might identify individuals and/or organizations.

## Personal Information Collected

Through PSNO's database, PSNO collects and stores contact information from individuals as it is knowingly provided to us, including email addresses. PSNO never distributes or sells personal information to third parties. We use this information to contact individuals via email and mail concerning resources that might be of interest, including upcoming events and training, new publications, or other resources. Individuals may choose not to provide personally identifiable information, or to withdraw this information, although this may restrict our ability to provide requested services or information.

The following are examples of personally identifiable information that individuals may volunteer to provide and examples of how we use such information.

*Email Addresses* - PSNO collects email addresses from online user accounts, emails or listserv subscriptions, or event registration. PSNO may use these email addresses to send emails from PSNO, including marketing emails from PSNO, email newsletters etc. To unsubscribe to any or all of PSNO emails, email our office at [info@psno.ca](mailto:info@psno.ca). PSNO never distributes email addresses to third parties.

*Mailing Addresses* - PSNO collects mailing addresses of those that register for events. PSNO may send via mail newsletters, brochures or other promotional items. To opt out of any mailings from PSNO, email our office at [info@psno.ca](mailto:info@psno.ca).

**Cookies** - Many websites, including this one, use cookies, pieces of numeric data stored on your computer so that we can identify when you return to our website. PSNO can only "read" cookies that are placed on your computer from our own website. Usage of cookies is not linked to any personally identifiable information. You can select to disable cookies by changing your browser settings. Note: if you choose to disable cookies in your browser, you may have limited access to portions of our website content.

## Organizational Information Collected

PSNO collects organizational contact information available through meeting and event registration, as well as connecting with organizations that support or participate in activities that support our mission. These lists are limited to senior leadership names, organization names, postal addresses, phone, fax and email addresses.

None of this information (name, address, email addresses, phone and fax numbers) is made available to third parties. Any organization may request that their information be omitted from lists by contacting PSNO at [info@psno.ca](mailto:info@psno.ca) and expressing their desire not to have its information shared.

## Financial Data Security

PSNO never discloses credit card account information that has been provided. PSNO submits this information directly to a secure credit card processor. Hard copy registrations and other records of credit card payments are shredded for disposal.

## Photographs

PSNO takes photographs during public events and solicits photographs from our network of their work and occasionally selects quality photos for distribution via this website, social media, or other means. Photos are taken in public settings during public events. If you are included in a photograph and would prefer that it not be distributed, please contact PSNO at [info@psno.ca](mailto:info@psno.ca) and let us know what photo and where you saw it. We will do our best to remove it from circulation. If photography is taking place at an event, PSNO posts a sign at registration to inform all attendees. Attendees may request that their photo not be taken on-site.

## Choice to Opt Out

PSNO provides all individuals and associates the opportunity to opt out of having your personal information used for certain purposes. If you are a subscriber to PSNO, have registered for an event, or no longer wish to receive promotional communications, you may opt out of receiving such communications by emailing [info@psno.ca](mailto:info@psno.ca).

## Disclaimer

Throughout this website, PSNO links to third-party websites. In the event you choose to access such links, please note that they are not covered by this Privacy Policy. When you follow a link to another website, you are subject to the privacy policy of that website.

## Contact

If you have questions or concerns about this privacy policy or in general, please contact PSNO at [info@psno.ca](mailto:info@psno.ca)