

Privacy Policy

The **Okotoks Food Bank Association (OFBA)** is committed to protecting the privacy and confidentiality of personal information. We collect, use, and safeguard personal information in accordance with Alberta privacy legislation.

Information We Collect

We may collect personal information necessary to support our programs and operations, including:

- Name, address, phone number, and email
- Donation and payment information
- Volunteer and client registration details
- Information required for reporting and accountability

How We Use Information

Personal information may be used to:

- Process donations and issue tax receipts
- Manage volunteer participation
- Provide services and support to clients
- Communicate with donors, volunteers, and community partners
- Meet legal and regulatory requirements

Protecting Your Information

OFBA takes reasonable steps to protect personal information from unauthorized access, loss, or misuse. Safeguards include secure data storage, restricted access, and staff training on privacy practices.

Sharing of Information

OFBA does not sell, rent, or trade personal information. Information may only be shared when required by law, with trusted service providers who support our operations, or with an individual's consent.

Access to Your Information

Individuals may request access to their personal information held by OFBA and request corrections if needed.

Policy Updates

This policy may be updated periodically. The most current version will always be available on our website.

Contact Us

For questions or requests regarding personal information, please contact:

Okotoks Food Bank Association
Email: info@okotoksfoodbank.ca

You may also submit a request to:

Seniors, Community and Social Services
FOIP Central Intake
Suite 402, 10405 Jasper Avenue
Edmonton, AB T5J 4R7
Phone: (780) 643 6713
Email: SARTR.FOIP-CentralIntake@gov.ab.ca

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