

# Privacy Policy

We will collect your personal information directly from you. You may decline to provide information but doing so may limit the services we are able to provide to you. We may share your personal information with our staff and leadership team, to the extent reasonably necessary for the purpose for which you supplied it to us. We will not otherwise use or disclose your personal information except to the extent we are permitted to do so.

You may;

- receive confirmation that we hold personal information about you
- request the correction of any personal information we hold about you
- request to have your information deleted from our records ( Please also note that deleting your information may limit the services we are then able to provide to you)

## Definitions used in this Privacy Policy

"Personal information" means any information about an identifiable individual, other than that individual's name, title, business address or telephone number.

Personal information includes age, gender, marital status, home address, etc. Such information includes information specifically related to you, our member, that we may encounter or that you may provide in providing our membership services to you.

## What Personal Information Does SLID Collect?

The information we collect, which may include personal information, may involve at least some of the following:

- Contact information such as:
  - Name
  - Titles
  - Business names
  - Business addresses
  - Email work addresses
  - Work or cell telephone numbers
  - Home address
  - Telephone or fax numbers
- Work experience information such as:
  - Resume information

- Current company affiliations
- Board appointments

## **How Does SLID Use Your Personal Information?**

We use your personal information to:

- Provide you with a timely and beneficial membership service
- Administer our membership services
- Research, develop, manage, protect and improve our membership services and offerings
- Maintain regular communications and contact with you, our member

## **When Does SLID Disclose Your Personal Information?**

At SLID, we are accountable for your personal information. We will not sell, license, trade, or rent your personal information to others without your consent.

In terms of our accountability to you:

- We are responsible for the protection of the personal information you disclose to SLID.
- We do not share your personal information with third parties engaged.
- We reserve the right to disclose personal information to a third party if a law, regulation, regulatory body, search warrant, court order legally requires or authorizes us to do so.

## **SLID Events**

Please be advised that photographs may be taken at the event and published in various media, including print and online, without prior consent. If you have questions about the use of event photographs by SLID, please get in touch with [info@slid.lk](mailto:info@slid.lk).

## **Use/Disclosure of Your Personal Information for Marketing Purposes.**

SLID will not disclose your personal information to a third party marketing firm.

## **How We Protect Your Personal Information**

SLID takes the necessary steps to protect the personal information that it collects from you. This protection applies to the information that is collected both in electronic and hard copy form.

## **Retention of Your Personal Information**

SLID will retain your personal information for as long as necessary to fulfil the purpose(s) for which it was collected in compliance with applicable laws and regulations.

## **Exceptions, Qualifications and Changes to this Privacy Policy**

This Privacy Policy is provided to you by SLID, and it is subject to change without notice. You may review it by accessing the SLID website at any time via [www.slid.lk](http://www.slid.lk)