

Privacy Policy

Effective Date: July 13, 2026

The Tamil Bar Association (the “TBA”) respects your privacy and is committed to protecting your personal information. This Privacy Policy explains how we collect, use, disclose, and safeguard personal information in accordance with applicable privacy laws, including where applicable the *Personal Information Protection and Electronic Documents Act* (PIPEDA).

Collection of Personal Information

The TBA collects personal information from individuals who interact with us, including members, volunteers, sponsors, event participants, newsletter subscribers, and individuals who contact us.

The types of personal information we may collect include your name, mailing address, email address, telephone number, organization or employer, and information provided through contact forms, event registrations, membership applications, sponsorship inquiries, or newsletter subscriptions. We may also collect payment information required to process membership fees, event registration fees, or sponsorship payments. Payment transactions are processed by third-party payment service providers, and the TBA does not collect or store complete payment card information.

The TBA may also collect limited technical information, such as browser type, IP address, and website usage data, to help us maintain, improve, and optimize our website.

Consent

The TBA collects, uses, and discloses personal information with your knowledge and consent, except where otherwise permitted or required by law. By providing personal information to the TBA, you consent to the collection, use, and disclosure of your information for the purposes identified in this Privacy Policy. You may withdraw your consent at any time, subject to legal or contractual restrictions and reasonable notice.

Use of Personal Information

The TBA may use your personal information to:

- Respond to inquiries and requests;
- Process membership applications, event registrations, and sponsorship requests;
- Communicate with you about TBA events, programs, initiatives, and other activities;
- Send newsletters, announcements, and other communications that you have requested or consented to receive;
- Administer and improve our website, services, and user experience;
- Maintain records for administrative, governance, financial, and reporting purposes; and
- Comply with applicable legal, regulatory, and contractual obligations.

The TBA may conduct surveys, consultations, and feedback initiatives from time to time to better understand the interests, experiences, needs, and perspectives of our members, event participants, volunteers, sponsors, and other stakeholders. If you choose to participate, the information you provide may be used to inform TBA programs, initiatives, events, advocacy efforts, and organizational planning.

The TBA will use your personal information only for the purposes for which it was collected, or for purposes that are otherwise permitted or required by applicable law. We will not use your personal information for purposes that are incompatible with those purposes without your consent, unless otherwise permitted or required by law.

Disclosure of Personal Information

The TBA may disclose your personal information to third parties only in the following circumstances:

- To third-party service providers that assist us with operating our website, processing payments, administering memberships, managing events, distributing communications, or providing other services on our behalf. These service providers are authorized to use your personal information only as necessary to perform the services we have engaged them to provide and are required to protect it in accordance with applicable privacy laws;
- Where disclosure is required or authorized by applicable law, including in response to a court order, subpoena, or other lawful request from a government or regulatory authority;
- To protect the rights, property, or safety of the TBA, our members, or others, where permitted or required by law; or
- With your knowledge and consent, or as otherwise permitted or required by applicable law.

The TBA does not sell, rent, trade, or otherwise disclose your personal information to third parties for their own marketing or commercial purposes.

Storage and Security of Personal Information

The TBA takes reasonable measures to protect the personal information we collect against unauthorized access, use, or disclosure. We use appropriate administrative, technical, and physical safeguards designed to protect personal information in our possession or under our control.

Personal information may be stored and processed using third-party service providers that support the TBA's operations, such as website hosting providers, payment processors, event management platforms, communication services, and other vendors that support the operation of TBA programs and activities. These service providers are expected to maintain appropriate safeguards and use personal information only for the purposes for which it has been provided.

While the TBA takes reasonable steps to protect personal information, no method of electronic transmission or storage can be guaranteed to be completely secure. Accordingly, we cannot guarantee the absolute security of your personal information. In the event of a breach involving personal information that poses a real risk of significant harm, we will notify affected individuals and, where required, the Office of the Privacy Commissioner of Canada, in accordance with applicable law.

Retention of Personal Information

The TBA retains personal information only for as long as reasonably necessary to fulfill the purposes for which it was collected, to maintain appropriate records, or to comply with applicable legal, regulatory, financial, or governance requirements. When personal information is no longer required, the TBA will take reasonable steps to securely dispose of, delete, or anonymize the information in accordance with our retention practices and applicable law.

Access and Correction of Personal Information

You may request access to, or correction of, the personal information that the TBA holds about you. If you believe that your personal information is inaccurate, incomplete, or outdated, you may request that we update or correct it.

To make an access or correction request, please contact the TBA using the contact information provided below. We will respond to requests within a reasonable timeframe and in accordance with applicable privacy laws.

Cookies and Website Analytics

The TBA website may use cookies and similar technologies to enhance website functionality, improve user experience, and better understand how visitors interact with our website. Cookies are small data files stored on your device that allow us to recognize returning visitors, remember preferences, and collect information about website usage and performance.

You may adjust your browser settings to refuse or disable cookies. However, doing so may limit certain website features or affect your experience while using our website.

Event Photography and Media

The TBA may photograph, record, or otherwise capture images, videos, or other media at its events, programs, and activities. Such materials may be used for promotional, educational, archival, reporting, and communications purposes, including publication on the TBA website, social media channels, newsletters, event materials, and other publications.

By attending a TBA event, you understand that photographs and recordings may be taken in public areas and may be used for the purposes described above. If you have concerns about the use of your image or would like to discuss a specific photograph or recording, please contact the TBA using the contact information provided below.

Communications and Mailing Lists

The TBA maintains mailing lists to communicate with members, event attendees, sponsors, subscribers, and other individuals who have chosen to receive communications from us. These communications may include newsletters, announcements, event invitations, membership updates, volunteer opportunities, fundraising initiatives, and other information relating to the TBA's programs, services, and activities.

The TBA complies with Canada's Anti-Spam Legislation (CASL) and will obtain consent where required before sending electronic communications. You may withdraw your consent and unsubscribe from these communications at any time by clicking the "unsubscribe" link included in our emails or by contacting us using the information provided below.

Please note that unsubscribing from promotional communications will not prevent us from sending you administrative or transactional communications relating to your membership, registrations, donations, or other interactions with the TBA.

Third-Party Links

The TBA website may contain links to third-party websites, platforms, or services. These links are provided for convenience and informational purposes only. The TBA is not responsible for the privacy practices, content, security, or policies of third-party websites. We encourage you to review the privacy policies and terms of use of any third-party websites or services you access through our website.

Complaints

If you have concerns about how the TBA has collected, used, disclosed, or otherwise handled your personal information, please contact us using the information below. We will make reasonable efforts to investigate and respond to your concerns. If you are not satisfied with our response or believe that your concerns have not been adequately addressed, you may contact the Office of the Privacy Commissioner of Canada or the applicable privacy oversight authority to file a complaint.

Changes to this Policy

The TBA may update this Privacy Policy from time to time to reflect changes to our practices, services, legal obligations, or other operational requirements. Any changes will be posted on this page with a revised effective date. We encourage you to review this Privacy Policy periodically to remain informed about how we collect, use, and protect personal information.

Contact Us

If you have questions, concerns, or requests regarding this Privacy Policy or the TBA's handling of personal information, please contact us at: tamilbarassociation@gmail.com.