

【Privacy Policy】

The Japan-British Society of the Kansai (referred to as “the Society” below) takes the treatment of personal information extremely seriously.

This document shows how we tackle it.

1. The Society carries out a security policy, as specified in the law and other regulations or ordinances, of preventing unauthorized access to, or the loss, destruction, alteration or leakage etc. of, personal information entrusted to it.
2. Information about members of the Society, including non-members taking part in activities of the Society (both included below within the term “Members”) consists of the following:
 - 1) Names
 - 2) Addresses
 - 3) Nationality
 - 4) Date of Birth
 - 5) Sex
 - 6) Telephone numbers and e-mail addresses
 - 7) Details of workplace, official positions or names of school or university
 - 8) Other types of information provided through questionnaires or specified by the Society.
3. Personal information about Members which is held by the Society may be used for the following purposes:
 - 1) For the creation of a register of names and for updating information (restricted access)
 - 2) For provision of information on events and similar benefits
 - 3) For provision of printed matter or electronic information produced by the Society
 - 4) For the provision of other activities and benefits necessary for the Society
 - 5) In order to protect the security of Members.
4. Personal information about Members will not be disclosed to third parties except in the following cases:
 - 1) When agreed to by those who have provided the information
 - 2) In cases permitted by law
 - 3) When necessary for the protection of life, bodily health or property
 - 4) For purposes necessary for the functioning of the Society.
5. If the handling of personal information is outsourced, all necessary supervision of the party or parties to whom it is outsourced will be undertaken in order to ensure the security of the information.
6. The Society will make all efforts to manage the personal information of Members appropriately. As far as concerns personal information held by the Society, when disclosure, alteration, deletion or cessation of use is requested by a Member, he/she, or a legal representative of the said Member, shall apply to the Office. Within reasonable and necessary limits, the request will be speedily effected.

Note: In case of discrepancy between the Japanese and English texts, the Japanese text will have precedence.