

## **Privacy and Security Policy**

The International Confederation of Dietetic Associations values and respects the privacy of registered users of this web site and security of any personal profile data provided by registered users.

Dietitians of Canada manages this web site on behalf of ICDA, and DC strives to comply with Canada's Personal Information Protection and Electronic Documents Act. The Act – commonly referred to as the CSA Code – has ten overarching principles including Accountability; Identification of Purposes; Consent; Limiting Collection; Limiting Use, Disclosure and Retention; Accuracy; Safeguards; Openness; Individual Access; and Challenging Compliance.

### **Collection of Data**

Minimal individual data is collected on the registration forms and contact us forms on this web site. The data collected is that required for us to effectively reply to requests for information. Registered users update their own information on the web site. Reminders to keep information accurate may be included in email broadcasts and Dietetics Around the World. Consent for the collection of data is implied upon completion of the web site registration forms.

Individual data is stored on an ICDA database for operation of this web site. This database may be used for sending information to whole or subsets of the database or for sending ICDA surveys as deemed appropriate by the ICDA Board of Directors for organizational business.

### **Security**

Security safeguards, such as password protection and encoding protect personal information. Registered users may change their Web site password at any time.

### **Third Party Access to Data**

Your contact information will not be sold or provided to any outside parties. Our database has been designed to prevent others from easily stripping these online tools for contact information that might be used to develop mailing lists.

### **Using “Cookies”**

The ICDA may use an Internet tool called a "session" cookie. Cookies are small bits of data that are sent to your computer, to improve your user experience. We use them to keep track of the fact that you have signed in so that you don't have to continually enter your user name and password as you move around the site. This cookie is removed as soon as you log out or close your browser.

## **Tracking IP Addresses**

An IP address (Internet Protocol Address) is a number that's automatically assigned to your computer whenever you are using the Internet. Web servers — the computers that "serve up" Web pages — identify your computer by its IP address. We collect IP addresses for the purposes of system administration, to report aggregate information to ICDA, and to audit the use of our site. When you request pages from areas designated for registered users, our servers log your IP address. We do not link IP addresses to personal information, which means that a user's session will be logged, but the user remains anonymous to us. We can and will use IP addresses to identify a user when we feel it is necessary to protect our service, site, registered users and others.

## **Summary**

ICDA and DC take privacy seriously, and we intend to make every reasonable effort to protect your privacy. To that end, Dietitians of Canada has developed this privacy policy for the ICDA web site that we host. If you have questions or comments about our privacy policy or you would like to confirm the accuracy of the information collected from you, please [contact us](#)