

NMGC Privacy Policy

Reference: Shooting Clubs and Shooting Ranges Regulations (SOR/98-212)¹

Why do we collect this information?

1. In accordance with the reference, the North Mountain Gun Club (The Club) is required to keep and store certain details on each member.

What Information do we collect?

2. The following information is collected/stored on each regular member:

- a. Name;
- b. Address;
- c. Phone Number;
- d. email address;
- e. PAL# or Birthdate;
- f. Membership Number;
- g. Original Membership Date; and,
- h. Membership Expiry Date.

3. In addition to the standard information, family members are associated with their regular member.

4. The Range Sign-in Books are used to log the Range usage, and contain:

- a. Date;
- b. Membership Number;
- c. Name;
- d. Purpose of Range Visit; and,
- e. Guest information (Sponsor, Name and Address).

5. If a guest is involved in shooting restricted or prohibited firearms, we are required to keep a record of their PAL if they possess one.

6. Should an incident occur which results in a personal injury caused by the discharge of a firearm the following information will be compiled:

- a. Date, time and location ;
- b. The names of the individuals involved;
- c. The name of any range officer who was on duty at the time;
- d. whether or not medical attention was sought; and,
- e. A general description of the incident, including the circumstances in which the personal injury occurred, if known.

7. We do not collect any additional information, such as PAL type/expiry dates or firearms ownership information.

8. We are required by the Provincial Chief Firearms Officer (CFO) to maintain an accurate Membership List. Name, Contact information and PAL/Birthdate is required as a minimum.

Who may we provide your information to?

9. Upon request we are required to provide the following information to:

- a. The NS CFO:
 - i. Name;
 - ii. PAL/Birthdate;
 - iii. Membership Number;
 - iv. Membership Status (expiry date, suspensions, etc); and,
 - v. A description of the participation, if any, of his/her in target practice or target shooting competitions within the previous 5 years.

¹ <https://laws-lois.justice.gc.ca/eng/regulations/sor-98-212/FullText.html>

- b. Our Insurance Company:
 - i Name;
 - ii Address;
 - iii Membership Number;
 - iv Membership Expiry Date; and,
 - v Guest Name(s), Address('s) and dates of shooting activities.
- c. Upon receipt of a valid warrant/court order, we will provide membership/guest information to law enforcement officials in accordance with the warrant/order that is served.
- d. Upon request, we may provide confirmation of membership status to another range or shooting organization. No other contact information will be provided.

10. The club will not sell, barter or otherwise provide any personal information to any other 3rd party. The Club provides membership credentials directly to the member, who then may then pass this to 3rd parties as required.

11. Members and former members may request in writing, a copy of their membership record. A regular member will receive a copy of their record as well as any family member associated with their membership. A family member will only receive their own personal record.

How long do we keep the information?

12. Written or electronic records is kept for at least 6 years. Records will be purged no later than 8 years after a membership has been discontinued.

Notification

13. Members will be informed within 10 days of discovery, should their data be disclosed/leaked in an unauthorized manner.

14. This Policy shall be posted to The Club website². Members shall be informed of changes to the policy via the website and Club Email.

² <https://nmgc.ca/index.php/documents-and-links/>