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|  | <b>POLICY &amp; PROCEDURE</b>            | <b>POLICY NUMBER:</b><br>820       |
|  | <b>Subject:</b><br><b>PRIVACY POLICY</b> | <b>REVISED DATE:</b><br>10-18-2022 |

A. General

- a. Information concerning members of USA Swimming / Arizona Swimming (“AZSI”) acquired during the registration process is the property of USA Swimming and its use is within the control of USA Swimming. USA Swimming strictly limits the use of member’s personal information to that information necessary for the conduct of the business of Arizona Swimming and USA Swimming.
- b. To clarify the issue of publishing information regarding USA Swimming / AZSI members, the Board of Directors of USA Swimming has approved the following policy and required its adoption by its LSC, Arizona Swimming:

B. Disclosure of Information.

- a. The following information, and only the following information, shall be acceptable for publication in any form, including but not limited to the world wide web, regarding any USA Swimming / AZSI member without express written authorization from the athlete, if of majority; the athlete’s parent/guardian, if a minor; or the non-athlete member:
  - i. name,
  - ii. age in years,
  - iii. club affiliation,
  - iv. time and place, and
  - v. any awards or honors.
- b. USA Swimming membership numbers may be published when done for data transmission only. USA Swimming membership numbers may not under any circumstance be published together with the name of the member or in a series of reports that when taken together will reveal the name and membership number of the member.
- c. Consent to publish contact information provided by the following is deemed given by any member, including athletes, serving USA Swimming, Arizona Swimming or any club member as an Officer, Board Member, Committee Member, designated Club Contact, Meet Referee or Meet Director. Information that may be released is limited to: i) name, ii) address; iii) phone number(s), including fax and email address(s).

C. Implementation

- a. If consents are not obtained at the time of registration, they may be obtained using the forms provided by the AZSI office.
- b. All consents will be effective until revoked in writing, delivered to office of Arizona Swimming.

D. Sample of Current

- a. See attached sample Consent for Publication of Information that may be used

**UPDATES**

| <b>Date</b> | <b>By whom</b> | <b>Abstract</b>      | <b>Section</b> | <b>Control #</b> |
|-------------|----------------|----------------------|----------------|------------------|
| 3-26-2015   | Admin          | updated attachment   | attachment     | 15-007           |
| 10-18-2022  | BOD            | USA Swimming updates | various        | 22-23            |

ARIZONA SWIMMING, INC.  
Non Athlete  
CONSENT TO PULICATION OF INFORMATION

The Privacy Policy of Arizona Swimming, Inc. ("AZSI) provides that AZSI may not disclose or publish personal information, including but not limited to, names, addresses phone number or email without the written permission of the individual involved in any manner.

In an attempt to insure compliance with the Privacy Policy we are requesting your permission to include data regarding you in directories of members or officials list, and in websites of Arizona Swimming. Such directories of members or officials shall be used solely within Arizona Swimming. In no case shall Arizona Swimming make its list of members available to third parties.

Therefore, I hereby consent to the inclusion of the personal information currently contained in the USA Swimming SWIMS data base in various directories of membership, official's lists and in the website of Arizona Swimming. I understand that this information will be used only in connection with the running of Arizona Swimming and will not be sold or made available to third parties by Arizona Swimming.

This authorization shall continue in effect until revoked by me in writing, delivered to the offices of Arizona Swimming.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

USAS Member ID: \_\_\_\_\_

If a minor, parents or guardian must sign below:

We the parents of \_\_\_\_\_, a minor child consent to the inclusion of personal information detailed above for the purposes listed above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_