

# Samoa Information Technology Association

## Data Privacy Policy

### Introduction

Welcome to the Samoa Information Technology Association (SITA). As a leading advocate for information technology excellence in Samoa, we are committed to upholding the highest standards of data privacy and security for our members and visitors. This Data Privacy Policy outlines how we collect, use, protect, and share personal information gathered through our website, reflecting our dedication to transparency, responsibility, and user empowerment in the digital age.

### Personal Information Collection

**What We Collect:** When visiting the SITA website, we automatically gather information about your IP address and interactions with our site. This data helps us better understand how our services are used and how we can improve them for our members and visitors. We also use this information to communicate with members, partners and stakeholders, process membership applications and renewals, manage events and conduct research and analysis.

We collect personal information directly from individuals, especially those who register to become SITA members. The information may include, but is not limited to, contact details, professional membership information, and communication preferences.

### Protecting Visitor Information

**Ensuring Your Data Security:** We diligently scan our website for security vulnerabilities and potential threats to ensure your visit is as secure as possible. Personal data is securely stored and only accessible by SITA staff members who are explicitly authorised and trained in data confidentiality practices.

### Cookie Usage

**Enhancing Your Online Experience:** SITA website uses cookies to improve user experience on our website. Cookies help us recognise your browser on return visits and compile data on website usage and interaction, allowing us to offer more tailored and efficient online services. You have control over your cookie preferences through your browser settings, enabling you to manage how we collect and use your information.

### Third-party Disclosure and Links

**Information Sharing and External Content:** We do not sell or trade your identifiable personal information. It may be shared with trusted partners who assist us in website operation and service provision under strict confidentiality agreements. While we strive to offer quality links to external resources, we remind our users that these sites operate under their own privacy policies, and we encourage you to review them.

### Policy Changes and Legal Adherence

**Policy Evolution and Compliance:** SITA reserves the right to update this privacy policy to reflect changes in our practices or in legal requirements. We are committed to complying with

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Samoa's data protection laws, ensuring that our members' and visitors' privacy rights are respected and protected.

This privacy policy demonstrates SITA's dedication to safeguarding personal information, promoting transparency, and ensuring our data handling practices meet the high standards expected by our members and the broader tech community in Samoa.

## Document Control

Version	Change	Review/Author	Date
0.3	Draft	AA, ST, VL	22 March 2024

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