

Merri Corner Community Garden Privacy policy

The Merri Corner Community Garden Inc (MCCG) recognises the importance of keeping personal information confidential and up-to-date. At the same time we want to help people to get to know each other. This statement sets out how we manage personal information to meet these needs and our legal obligations.

Types of personal information we collect and how it's managed

MCCG keeps basic personal information about its members and supporters - names, addresses, telephone numbers and e-mail addresses. We don't have any sensitive information such as bank account details. We maintain separate lists.

1. Membership register – as per our legal requirements, MCCG keeps a membership register with the names, street addresses, phone numbers and email addresses of our current members. We also record when they renew, how much was paid and any concession status.

The membership register is kept securely and updated regularly.

2. Waiting list for plots – The membership register has sub-lists for current plot holders, members waiting for a plot, and members who are not plot holders.

3. Supporters and sponsors - MCCG maintains a list of supporters, stakeholders and sponsors, who receive a quarterly newsletter.

Disclosure of personal information

MCCG will not release, sell or rent the personal information of members, supporters and sponsors to any entities or individuals outside of MCCG.

Any member of the MCCG can request access to the membership register for the purpose of communicating with members or calling a meeting. We display a map of the plots with the names of plot holders on the garden notice board to help gardeners get to know each other.

If you object to your details being given to other members for this purpose please inform the Secretary via info@merricorner.com.au

Facebook

MCCG has a Facebook page for plot holders and friends to share photos of our crops and of each other, gardening tips and to request help with weeding and watering. We also post notices of events such as working bees, workshops and BBQs.

Anyone can become a friend of MCCG.

Google Groups

MCCG has a Google groups list for members to communicate with each other. When individuals are offered a plot they receive an invitation to join this list. This is an important way that the Committee communicates with plot holders about events, gardening tips or requests for assistance.

Keeping personal information correct and up to date

MCCG is committed to keeping your personal information correct and up-to-date. Please let us know if your contact details change. If you need to access or correct any personal information MCCG holds about you please contact the Secretary [via info@merricorner.com.au](mailto:info@merricorner.com.au)