

## **Nova Scotia Cattle Producers Privacy Policy**

This Privacy Policy applies to Nova Scotia Cattle Producers (NSCP). It affirms the NSCP's commitment to the protection of personal information and to inform you of our practices with respect to the collection, use and disclosure of personal information.

The NSCP is committed to protecting the privacy and security of members' personal information in compliance with the *Personal Information Protection and Electronic Documents Act* (PIPEDA).

Our Privacy Policy and our practices and procedures are subject to regular review to ensure continued compliance in this area. In the event of any amendment to this Privacy Policy, appropriate notice will be posted on the NSCP's web site (<http://www.nscattle.ca>).

### **Personal Information**

"Personal information" means any information, about an identifiable individual. Aggregated information about a group of individuals that does not enable identification of an individual person does not fall within the scope of "personal information". The name, title or business address or telephone number of an employee of an organization is not considered to be "personal information".

### **Collection and Use of Personal Information**

In accordance with the Nova Scotia Cattle Producers Regulations, producers and purchasers must provide certain information in its application for certificate of registration and must report annually to the NSCP. Such information includes, the producers'/purchasers' name and address, the residential civic address; the producers'/purchasers' name, address and registration number. Additionally, purchasers are required to submit the levy on each beef cattle along with information on the producer's and purchaser's name, address, registration number and information on the purchase. As well, the NSCP maintains a membership list.

Personal information collected by the NSCP is used solely for the purposes of conducting the business of the NSCP and ensuring compliance with the Regulations, Marketing Plan and the *Natural Products Act*.

In addition, from time-to-time, we may contact you requesting additional personal information to assist us in maintaining our contact or mailing lists, or to provide services to you.

### **Disclosure of Personal Information**

Disclosure of your personal information to a third party may occur in the following circumstance:

- For the purposes of conducting the business of the NSCP and ensuring compliance with the Regulations, Marketing Plan and the *Natural Products Act*;
- In order to provide services on your behalf and in accordance with your instructions;
- To a party representing you, such as your accountant, farm business advisor, feed company representative, veterinarian, lawyer or other third parties, with your consent;
- When you have instructed us to disclose your personal information to a third party for a specified purpose or where we reasonably believe that a third party requesting your information is your agent;
- To subcontractors or agents in the course of a contract for services for us, such as data processing or storage of files;
- To the Canadian Cattle Identification Agency as part of the tag registration program;
- In an emergency such as a disease outbreak, up-to-date membership lists may be provided to the Canadian Food Inspection Agency and/or other appropriate regulatory authorities;

- Where you have consented or as permitted or required by law, such as in response to a subpoena or other legal process.

In disclosing personal information as permitted, NSCP will not disclose more information than is required.

NSCP utilizes physical, electronic and procedural safeguards within our office and information storage facilities so as to prevent any unauthorized access, disclosure, copying, use or modification of a member's personal information.

We also ensure that any of our employees who deal with your personal information are properly trained and are aware of the necessary and appropriate measures to protect personal information

The NSCP retains personal information collected only for so long as it is required for the purposes stated above.

Where there is an error in the accuracy or completeness of your personal information exists, we will amend your personal information appropriately. If we are unable to provide you with access to all of the personal information we hold about you, then the reasons for the denial of such access will be provided to you. You may contact NSCP office regarding your personal information at:

332 Willow Street  
Suite 201  
Truro, NS B2N 5A5  
902-893-7455  
[office@nscattle.ca](mailto:office@nscattle.ca)

### **Market Information**

As a service to its members, NSCP assembles and reports cattle prices from across the province in its Weekly Agriculture Market Price Reports. NSCP will be held accountable for the privacy and protection of all information collected from Nova Scotia producers for the purposes of market information.

NSCP's staff is required to follow procedures with respect to maintaining the confidentiality of this information.

Information collected for the purposes of market information reporting will be compiled and published in an aggregate form only.

### **Industry Programs**

NSCP works with the Nova Scotia Department of Agriculture and the Nova Scotia Federation of Agriculture to deliver industry programs, such as the Genetic Enhancement Program and the Beef Interest Pay Down Program. The information collected under the Industry Programs is subject to this Privacy Policy.

### **Policy Review**

The NSCP will periodically review and revise its privacy practices. Policy changes will be posted on the NSCP Website and the NSCP Newsletter.

### **NSCP's Website**

#### **Links to other websites**

NSCP's website may contain links to other Websites. These links are provided solely for the convenience of users of NSCP's website. These third party and affiliate websites may have privacy

policies and practices may differ from NSCP. Once you link to another website, the use of any information you provide is governed by the privacy policy of the operator of the website you're visiting. NSCP is not responsible for information found on or collected by these websites.

### **Cookies**

Internet “cookies” may be used to customize our Website to the viewer. A cookie is a standard feature of browser software. Cookies help us tailor and personalize our Website. These cookies remain on the user's system and are automatically retrieved when a user visits at a later time. These cookies contain only information concerning the type of customer (current or potential) and frequently visited pages. No other personal information is stored on cookies. Clients have the option of disabling cookies on their browser.

### **For More Information**

The Nova Scotia Cattle Producers has appointed a Privacy Officer to address any concerns, queries or complaints you may have. The Privacy Officer may be reached at: 902-893-7455.

or by mail at the following address:

Nova Scotia Cattle Producers  
332 Willow Street, Suite 201  
Suite 201  
Truro, NS B2N 5A5

or by email:

[office@nscattle.ca](mailto:office@nscattle.ca)