

theVIBE.ca Privacy Policy 2010

This page summarizes the privacy policy and practices on **theVIBE.ca** web site.

Personal Info Collected

theVIBE.ca web site does not automatically gather any specific personal information from you, such as your name, phone number or email address. All personal information (defined as information about an identifiable individual, excluding business information) held or collected by **theVIBE.ca** is protected under the federal *Privacy Act*. Visitors' personal information received via email is provided only to **theVIBE.ca** staff, who require the information to respond to inquiries. No information sent to the **theVIBE.ca** via email or the website inquiry form is used for any other reason than to respond to and maintain a record of the inquiry or to inform you of updates to the site or announcements through **theVIBE.ca** newsletter.

Information on individual visitors is used by **theVIBE.ca** staff, who require the information in order to respond to your request or to ensure the security of this system. The information is only shared with another department or organization if your inquiry relates to that department or organization. The information is not used to create individually identifiable profiles, nor is this information disclosed to anyone outside.

theVIBE.ca does not use personal information for any other purpose than that identified before collection.

theVIBE.ca does not sell, trade, or rent personal information to others. **theVIBE.ca** may provide aggregate statistics about traffic patterns, and related site information to relevant committees and organizations. These statistics will include no personally identifying information.

Network Traffic Monitor

theVIBE.ca web site employs software programs to monitor network traffic to identify unauthorized attempts to upload or change information, or otherwise cause damage. This software receives and records the Internet Protocol (IP) address of the computer that has contacted our web site, for the date and time of the visit and the pages visited. We make no attempt to link these addresses with the identity of individuals visiting our site unless an attempt to damage the site has been detected.

Cookies

theVIBE.ca occasionally uses "cookies" to track how our visitors use this site to determine sites previously visited. The cookies we use do not allow us to identify individuals.

They are compiled into statistical information on traffic patterns and are used to assess site efficiency. The system will notify you before any cookies are used so that you may refuse them providing that option is set in your browser security options. The refusal of cookies will not affect the site performance or restrict your ability to access information from this site. (A "cookie" is a file that may be placed on your hard drive without your knowledge by a web site to allow it to monitor your use of the site).

Security Measures

The computers of **theVIBE.ca** are password protected, and have the industry standard techniques of protection such as firewalls, encryptions, restricted access to records and equipment. However, data sent through the Internet cannot be guaranteed 100% secure. **theVIBE.ca** cannot ensure the security of any information sent to us or received by us electronically. Once the information sent by email has reached us, the best efforts are made to make sure your information is secure on our servers.

Webmaster

Any message that you may send to the Webmaster for this site may go to <http://webstaple.net>. Information concerning the functioning of the site is provided to the Webmaster so that they can make adjustments to the site to maximize its effectiveness.

Contact Information

Questions or comments regarding this policy, or the administration of the *Privacy Act* at **CFH & CS** may be directed to info@theVIBE.ca. If you are not satisfied with our response to your privacy concern, you may wish to contact the Office of the Privacy Commissioner (www.privcom.gc.ca/index_e.asp).