



Sherwood Park Minor Baseball Association	
Policy: Confidentiality Policy – Membership Information	
Effective Date: March 12, 2014	
Supercedes: Original – March 12, 2014	
Mission Statement	
To foster and encourage the growth and enjoyment of the sport of baseball by teaching the value of sportsmanship, skills and competition.	
Rationale:	
The Sherwood Park Minor Baseball Association respects the privacy of its membership and the confidentiality of any and all information provided by the membership. SPMBA will safeguard this information and utilize this information solely for the purposes of supporting the association's mission statement.	
Details:	
All registration information obtained from our membership is retained by the SPMBA office staff. Access to this information is restricted to the President, Registrar, Office Staff and IT Support.	
Procedure:	
1. All information obtained from the SPMBA membership is retained only by the SPMBA Office.	
2. All communication to the SPMBA membership will be through the SPMBA Office only.	
3. All communications must be approved by the President.	
4. Any program that wishes to issue communication to the membership must follow the proper protocols for distribution and approvals.	

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