

CHAPTER XXVI
TECHNOLOGY

A. INFORMATION STORAGE AND RETRIEVAL

1. **Individual Membership Data** – LCI only uses membership data for the purposes of enhancing the membership experience for all Lions. Should LCI develop new processes that requires additional personal data or utilize current information for additional purposes, we will update the Mandatory Personal Data and Optional Personal Data below.

a. Mandatory Personal Data

- (1) First Name
- (2) Last Name
- (3) Middle Name (if applicable)
- (4) Birth Date
- (5) Gender
- (6) Email Address
- (7) Member ID
- (8) Join Date
- (9) Drop Date
- (10) Address (City, State, Country)

b. Optional Personal Data

- (1) Language
- (2) Home Phone Number
- (3) Mobile Phone Number
- (4) Work Phone Number
- (5) Fax Number
- (6) Address (Home Address, Postal Code)
- (7) Spouse/Companion
- (8) Sponsor Name
- (9) Occupation
- (10) Travel Information
- (11) Dietary Restriction
- (12) Mobility Requirements
- (13) Special Occasion address
- (14) Amount of donation
- (15) Honor of Acknowledgement Name
- (16) Honor of Acknowledgement Address
- (17) Award Recipient Name
- (18) Award Recipient Ship To
- (19) Drop Reason
- (20) Service Activity Participation
- (21) Invitees
- (22) Conversations

- (23) Badges Earned
- (24) Preferred Language
- (25) Total Fees

2. Individual Club Data

- a. Club Number
- b. Club Name
- c. District
- d. Location
- e. Charter Approval Date
- f. Region
- g. Zone
- h. Preferred Language
- i. Year-to-Date Adds
- j. Year-to-Date Drops
- k. Total Members to Date
- l. Size at Charter
- m. Metropolitan, Urban, Suburban or Rural
- n. Organized by a Representative or by Volunteer Lions
- o. Club Meetings held in the Morning, Noon or Evenings
- p. Club Meetings held Weekly or Semi-Monthly

B. INFORMATION AVAILABLE TO CERTIFIED CANDIDATES FOR THE OFFICES OF THIRD VICE PRESIDENT AND INTERNATIONAL DIRECTOR

1. International Constitution and By-Laws
2. The International Director - Service Through Leadership guide
3. Contact information of present and past officers shall be made available to all certified candidates. The contact information will be delivered electronically. In constitutional areas with privacy regulations, contact information will only be provided when the association has valid consent for communications from present and past officers.
4. Contact information for all club officers can be furnished to certified candidates for elected Executive Officer positions, upon request, with the respective candidate to pay the association's cost in supplying the same.
5. The scope of the contact information shall be determined by the relevant operation procedures. The requestor may incur costs associated with the delivery.

C. CONTACT INFORMATION

1. Lists of members of Lions clubs shall be issued electronically only to districts (single, sub- or multiple) for use within their respective districts. A written statement should be presented by the district governor, or in a case of a multiple district, the council chairperson on behalf of the district cabinet and council of governors respectively, stating the purpose of the lists and that the lists shall not be used for political activity beyond that specified in Chapter XIX or commercial purpose. The respective district (single, sub- or multiple) shall be assessed a US\$5,000.00 penalty in the event membership information is used in an improper manner or is duplicated without authorization. In countries with privacy restrictions, only the contact information of members with the proper consent will be sent. Preparation of this information shall be limited to the systems available at the international headquarters.
2. Listing – No request for a list of district officers elect shall be honored until such time as the list is complete and ready for general distribution as vital information.
3. Lists of current district officers, district committee chairpersons or club officers within a constitutional area may be requested for Lions related projects or programs. These requests must be made by members of the International Board of Directors or Lions Clubs International Foundation Board of Trustees. Requests must adhere to the following:
 - a. A statement of the purpose for which the list will be used.
 - b. The list shall not be used for political activity, nor functions with related outside business interests.
 - c. Each request is for a one-time use and the request must include an agreement to delete the information when the intended purpose of the information has been served.
 - d. These lists shall be limited in the same manner as indicated in Paragraph C.1. above.
4. The scope of the contact information shall be determined by the relevant operation procedures. The requestor may incur costs associated with the delivery.

D. PRIVACY POLICY

1. The full Privacy Policy for the association will be referenced in Exhibit A of this chapter.
2. Changes to the Privacy Policy on Lionsclubs.org will be made on an as needed basis by staff and updated in Board Policy at the next available board meeting.

**LIONS CLUBS INTERNATIONAL
PRIVACY POLICY**

Collection and Use of Personal Membership Data by Lions Clubs International

Lions Clubs International (LCI) recognizes the importance of protecting the private information of our members. LCI collects personal information about Lions Club members and Leo Club members to facilitate communications with and between our members. This information is used solely to further LCI's Purposes including that "to unite the clubs in bonds of friendship good fellowship and mutual understanding" and to conduct its necessary operational activities including:

- Dues and other billings
- Distribution of The Lion magazine and membership/officer information and updates
- Compilation of membership profiles and trends to support membership growth, extension and retention programs
- Convention and meeting planning
- Contact information for Lion/Leo leaders, including past and present International Officers, Directors, and Board Appointees, Multiple District Council Chairpersons and Council of Governors, District and Vice District Governors, and Club Officers
- Furtherance of Public Relations activities and Cooperative Alliances
- Support of Lions Clubs International Foundation and other adopted service programs
- Special advertising, non-dues revenue programs or other purposes in accordance with the Purposes and Objects as determined by the International Board of Directors
- Disclosure of information as required by law or that is pertinent to judicial or governmental investigations

Lions Clubs International protects personal information by using password-protected areas and by restricting access to such information. It is important that you protect your password.

Any payment information collected is protected by software during transmission, which encrypts all of your personal information so that it can be safeguarded over Internet channels. We reveal only a limited part of your credit card number when confirming an order.

The official directory is not available on the Internet without a password. Individuals who are granted access to the official directory or any documents that contain personal information of members, may only use the information to further the purposes of LCI and must agree to delete all such records after use. A club locator with club officer contact information is also available. The club locator is designed so that it cannot be used as a commercial mailing list and Lions/Leo Club members should ensure it is not used for that purpose.

WEBSITE

In order to use certain features of our website, you may be asked to share personal information. Registration is voluntary. However, you must register to participate in these portions of the website. While registration requires the disclosure of personal information, you can control how we use your information by updating your electronic communications preference profile.

Cookies

A cookie is a small amount of data, which often includes an anonymous unique identifier that is sent to your browser from a web site's computers and stored on your computer's hard drive. Each web site can send its own cookies to your browser if your browser's preferences allow it, but (to protect your privacy) most browsers only permit a web site to access the cookies that the same web site has already sent to you, not the cookies sent to you by other sites.

LCI may set and access our own cookies on your computer. LCI may use cookies to identify you as a repeat visitor or customer of the website (if applicable), to maintain session information for logged in users, and to track usage trends and patterns in order to better understand and improve areas of our website.

LCI may also allow other companies that are presenting content on our site to set and access their own cookies on your computer. Other companies' use of cookies is subject to their own respective privacy policies. We do not have access to any information stored by third party advertisers about you.

We may use third-party advertising companies to serve ads on our behalf. These companies may employ cookies and action tags (also known as single pixel gifs or web beacons) to measure advertising effectiveness. Any information that these third parties collect via cookies and action tags is completely anonymous. If you would like more information about this practice and your choices, click [here](#).

By providing your email address, you are consenting (opting in) to receive information from Lions Clubs International and its family of programs. You may opt out (unsubscribe), change your email notification setting or adjust preferences in your subscription profile.

You should be aware that when you are on the website, you could be directed to other websites beyond our control. If you visit a website that is linked to our website, you should consult that privacy policy before providing any personal information.

IF YOU DO NOT AGREE WITH OUR POLICIES AND PRACTICES, YOU SHOULD NOT USE OUR WEBSITE.

Privacy Recommendations for Lions/Leo Clubs, Districts, Multiple Districts and Foundations

Your Lions/Leo Club, District, Multiple District and/or Foundation should consider your privacy practices and follow similar guidelines when using the personal information of members, donors, recipients of your humanitarian assistance, or that of other individuals obtained in the course of conducting your activities. You should consider obtaining written permission before disclosing any personal information including names, addresses, email addresses, telephone numbers, medical information, financial information, etc. You should also be cautious when posting any personal information on the Internet or sharing email addresses with third parties. Please be aware that LOCAL LAWS MAY GOVERN THIS ISSUE and these laws vary widely from country to country, so you should seek advice from a local expert for more information before any personal information is used.

If you have any concerns or questions about these policies, please contact Lions Clubs International at infosec@lionsclubs.org.