

Summary of the CAAP-Island of Montreal Privacy Policy

www.caapidm.ca.

Your personal information is protected

1. Your personal information is protected by a secured HTTPS protocol.
 2. Data on our website are protected.
 3. No one outside of our CAAP may use our data.
 4. No other organization may use our data.
 5. Our website blocks all cookies.
 6. Our website does not allow a third party to identify you.
 7. Our website complies with Law 25 on the protection of personal information and its updates regarding cybersecurity.
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You give your consent when using our website

1. When you use our website, you agree to our privacy policy.
 2. You consent to the collection of your personal information.
 3. The best Internet technology does not allow maximum security for your information.
 4. Do not disclose personal information such as your social security number.
 5. Our CAAP does not share confidential personal information by email.
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How we use your personal information

1. You can view any document that concern you in relation to our CAAP.
 2. We remove all confidential information about a third person.
 3. We keep your personal information for one (1) or two (2) years, depending on the service offered and completed: see the table [Document retention period depending on service offered – CAAP-Island of Montreal](#)
 4. You can decide on the closing date of your file with our CAAP management.
 5. Our CAAP destroys confidential elements that should not be retained, on a regular basis:
 - Emails and any other ephemeral communication
 - Handwritten notes
 - E-notes
 6. Our CAAP does not share personal information collected (list of names)
 7. Our CAAP does not share sensitive data such as medical data.
 8. All our statistics are depersonalized and anonymized.
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You have rights regarding your personal information

- 1- The right to have access to information we collected for free.
 - 2- The right to modify your information.
 - 3- The right to withdraw consent at any time about the collection of your information.
 - 4- The right to be informed that without your consent, the work of the CAAP is limited.
 - 5- The right to object to the use of your personal information by another organization.
 - 6- The right to be informed that our CAAP necessarily states that it does not share the information it collected with any other organization.
 - 7- The right to have access to “right to oblivion”, the right to be forgotten so that some search results associated with your name in the online search engines used by our CAAP are no longer displayed, when service is completed.
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Who is in charge of the privacy policy

1. The CAAP-Island of Montreal management and staff are in charge of:

- access to your personal information
 - protection of your personal information
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2. Your point of view is also important in order to:

- obtain more information about this privacy policy
 - make comments on this privacy policy
 - make a complaint if you think our privacy policy has not been complied with. You may contact our CAAP management:
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Privacy Policy

Current executive management

514-861-5998 ext. 228

direction@caapidm.ca

4900, Jean-Talon Ouest, suite 210

Montreal (QC) H4P 1W9

