

PRIVACY UPDATE

Effective January 1, 2004, the Canadian Association for Prosthetics and Orthotics ("CAPO"), like most other businesses and associations in Canada, has certain obligations at law pursuant to the *Personal Information and Protection of Electronic Documents Act* and *Regulations* (the "Act").

As you may know, the Act regulates the manner in which personal information is collected, used, stored, disclosed and destroyed.

CAPO is committed to protecting the personal information of its members and has established a Privacy Policy, a complete copy of which is available on its website at www.ProstheticsAndOrthotics.ca CAPO has also appointed a Privacy Officer who can address your questions or concerns regarding our Privacy Policy:

Kathy Kostycz, Privacy Officer
Canadian Association for Prosthetics and Orthotics
605 - 294 Portage Avenue
Winnipeg, Manitoba R3C 0B9
Direct Line (204) 949-4970

CAPO has collected personal information from its members in order to process applications for membership, requests for educational services provided, administered or organized by CAPO, to promote CAPO, its members and the industry and to provide members and the public with updates concerning its services or the industry generally from time to time.

CAPO uses the personal information provided solely for the purposes specified above. CAPO will not disclose personal information to third parties without the consent of the member who is the subject of the information, except where permitted or required by law.

CAPO is dedicated to providing high quality services to its members and the public and will continue to use the personal information provided for the purposes specified herein and as set out in our Privacy Policy. Should you have any concerns with the way that CAPO collects, uses or discloses your personal information, please contact our Privacy Officer.

PERSONAL INFORMATION CONSENT FORM

I, the undersigned, hereby give permission for the release of my personal information (name, address, phone, fax and email address) by the staff of The Canadian Association for Prosthetics and Orthotics (CAPO),

Please **Initial** the appropriate lines (**DO NOT USE 'X' OR '✓'**):



- I do approve of the release of personal information for publication in the Alignment Magazine.
- I do approve of the release of personal information to sponsors and other association (s) in order that such third parties may contact me with respect to their products and services.
- I give permission to publish my personal information (as noted) on the CAPO website.
- None of the above

I hereby release The Canadian Association for Prosthetics and Orthotics, (CAPO) and its Directors and employees from all actions, causes of actions and I further acknowledge and understand that CAPO is not responsible for the practices of companies and organizations it does not control or own.

A copy of this consent form shall be kept in my file at CAPO Head Office.

I understand that I am entitled to amend the above within 30 days written notice sent to CAPO Head Office

Date:

Print Name

Signature