



Canadian Union of Postal Workers (CUPW) Web Site Privacy Notice

The Canadian Union of Postal Workers (CUPW) is committed to upholding and defending your privacy rights, whether online or offline. CUPW is subject to Canadian privacy laws, respects your privacy rights and honours its obligations to you.

This page summarizes our privacy policy and information practices for this web site. It is intended to provide you with a complete and accurate basis for making informed decisions when choosing to communicate with CUPW via this site.

During a visit to our web site, your privacy is respected. The nature of the Internet is such that it passively collects certain information about a user's traffic patterns, such as time of visit and pages visited linked to their Internet Protocol (IP) addresses. This information is automatically logged in our server logs. IPs are unique Internet addresses assigned to all web users by their Internet Service Providers (ISP). Users should be aware that while the IP address does not identify an individual on its face, it may, with the cooperation of the ISP be used to locate and identify an individual using the web. The IP address is considered personal information because it is an identifying number, and IP addresses are therefore protected by most privacy legislation.

We do not collect additional personal information such as your name, email address, postal code or personally identifiable information unless you voluntarily provide it to us. This collection would be through, for example, sending us an email, subscribing to a CUPW mailing list, using one of our site's contact forms, or via other tools such as the electronic petition or New Mode's engagement tools (<https://www.newmode.net/engagement-tools>).

Visitors' personal information received via email (feedback) is provided only to our CUPW office personnel (or their agents) who require the information to respond to inquiries. We do not use this information for any other purpose. We protect all personal information in our custody with strong security safeguards, including strict access controls.

As we cannot guarantee the security of electronic systems or email, we do not recommend sending sensitive personal information or complaints electronically at this time. For all such matters, please contact us by postal mail at: Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3, or by calling 1-613-236-7238, Monday to Friday from 9 a.m. to 5 p.m. Eastern Time.

Web Site Hosting: Site visitors and users are subject to Platform.sh's privacy policy where applicable. <http://commerceguys.com/privacy-policy> .

We also use Google Analytics to provide us with additional web data, including 3rd-party audience and demographic data such as age, gender, and interests. These statistics are reported in aggregate form to our elected representatives, information technology, communications and research staff, and are used to improve our web site and ensure that it provides the optimal web experience for visitors.

To opt out of Google Analytics, please go here <https://tools.google.com/dlpage/gaoptout/> and refer to the instructions from Google: "If you want to opt out, download and install the add-on for your web browser. The Google Analytics opt out add-on is designed to be compatible with Chrome, Internet Explorer 7-10, Safari, Firefox and Opera. In order to function, the opt out add-on must be able to load and execute properly on your browser. Updates to your browser or operating system may affect the functionality of the opt out add-on. Therefore, if you are not using Chrome, please check directly with the manufacturer of your browser to determine whether and to what extent add-ons are compatible with and function on the version of browser that you are using. If you are using Chrome, more information about managing your add-ons for Chrome can be found here <https://support.google.com/chrome/answer/142064?hl=en-GB>."

This web site also makes use of Google Drive and other Google products including, but not limited to web forms, data storage, spreadsheets, documents, scripts and emailing of data. Use of Google's tools through our web site is subject to Google's privacy policy <https://www.google.com/policies/privacy/> and Google's terms of service <https://www.google.com/policies/terms/>. The CUPW is not responsible for Google's content, functionality or the privacy policies of its web sites.

Server logs: Our servers automatically log information about visits to our web site in the normal course of establishing and maintaining web connections. Server logs record statistical information, such as visitors' IP addresses, type of operating systems, time and duration of visit, web pages requested, and identify categories of visitors by items such as domains and browser types. These statistics are reported in aggregate form to our elected representatives, information technology, communications and research staff, and are used to improve our web site and ensure that it provides the optimal web experience for visitors.

However, we may review server logs for security purposes, for example, to detect intrusions into our network. The possibility therefore exists that server log data, which contains visitors' IP addresses, could in instances of criminal malfeasance be used to trace and identify individuals. In such instances, raw data logs would be shared with appropriate investigative bodies authorized to investigate such breaches of security.

Cookies: This website may make use of permanent cookies. For the website, the cookies are used to track users between visits, which allows us to accurately assess whether the user is new to the site or a return visitor. This data is necessary to provide accurate unique user stats in website statistics reports.

In addition to this, for every page view made by a user, the website tracks the following information:

The date/time of the visit (server time)

The referrer - the page that forwarded the user to a page within the site. This can be a page within the site referring to another page within the site, or any other external links such as from Google search results or other sites linking to CUPW.

The query string - any information that appears after the domain name of page URL.

The user agent - this is the information that the browser provides which contains information on browser, operating system and sometimes addition add-ons used in the browser.

Electronic Subscription, Online Petitions, Newsletter and Distribution Lists:

Subscribers to CUPW email lists opt-in to receive electronic communications and are required to provide their email address, as well as possibly their name, street address, phone number, list preferences and other information. CUPW uses Mailchimp to handle its email communication services. Please also be aware Mailchimp collects advanced analytics data on each email communication we send. More on what is collected can be found here: <http://kb.mailchimp.com/article/getting-to-know-your-list/> Site visitors and users are subject to the Mailchimp privacy policy where applicable. <http://mailchimp.com/legal/privacy/>

You may opt out of the email newsletter at any time after registering by using the unsubscribe option in Mailchimp. You can also re-subscribe at any time.

New Mode's Engagement and Advocacy Tools: Our site makes use of New Mode's Engagement tool suite. User data submitted via these tools is stored on New Mode's servers, which are external to CUPW. Users are subject to New Mode's privacy policy (<https://www.newmode.net/privacy>), which contains detailed information on data storage and processing, terms and conditions policy (<https://www.newmode.net/terms>) and acceptable use policy

(<https://www.newmode.net/acceptable-use>). By using New Mode's Engagement tools, users agree that the personal information they submit via these tools may be shared with the tools' recipients and/or targets, including those external to CUPW.

Social Sharing: This web site uses the AddThis share tool to help site visitors and users with social sharing, emailing and printing. Site visitors and users are subject to the AddThis privacy policy where applicable.<http://www.addthis.com/privacy/privacy-policy#toolbar-users>

Additional Information on Third-Party Tools: The third-party tools mentioned in this policy may collect and store data outside of Canada. Any information collected will be subject to the laws of the jurisdictions in which the data has been transmitted, processed or resides.

External Links: Other sites to which we provide links may be governed by different policies. The Canadian Union of Postal Workers does not assume responsibility for the information practices of these other web sites, and we strongly encourage all web visitors to review the privacy policies and statements of all externally-linked sites.

Contact: Questions about this policy may be directed to our national office by email at [<feedback@cupw-sttp.org>](mailto:feedback@cupw-sttp.org), by phone at 1-613-236-7238 or by postal mail at Canadian Union of Postal Workers, ATTN: Privacy Policy Officer, 377 Bank Street, Ottawa, Ontario, K2P 1Y3 Canada.

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