



CANADIAN MATHEMATICAL SOCIETY (CMS)

CMS ON-LINE PRIVACY PROTECTION POLICY

February 3, 2011

1.0 STATEMENT

- 1.1 The CMS is committed to the protection of the on-line personal information it collects from CMS members and others in the pursuance of promoting the advancement, discovery, learning, and application of mathematics. To this end, the CMS is committed to keeping all on-line personal information it collects confidential and secure.
- 1.2 This policy statement informs CMS members, employees, officials and others of the manner in which CMS safeguards on-line personal information. The CMS web site offers on-line links to third party sites within the mathematical and other communities and these third party sites are governed by their own respective privacy practices and policies. Anyone wishing to visit a third party site is encouraged to investigate their privacy policies prior to exchanging any information with them.

2.0 RELATED POLICY

- 2.1 This policy fits into a broader context of personal information protection used throughout the activities of the CMS as presented in the [CMS Personal Information Protection Policy](#) statement.

3.0 PERSONAL INFORMATION

- 3.1 For some on-line interactions, the CMS may collect personally identifiable information such as name, postal and email addresses, phone numbers, institutional affiliations, etc. This information is primarily used for membership and subscription management. The CMS may also collect payment-related information including credit card information.
- 3.2 The CMS website runs on servers owned, operated and managed by the CMS. Whenever possible, and always for financial transaction processing, the CMS uses SSL (Secure Sockets Layer, the worldwide standard for data transmission encryption) to ensure personal and financial information is protected between a browser and CMS servers. Sensitive information stored on our servers will be kept encrypted to ensure safe storage. When entering sensitive information via a browser on the CMS website, it is advisable to verify that the URL begins with "<https://>" and that the browser confirms that a secure connection has been made.

4.0 THIRD PARTY AGENTS

- 4.1 When the CMS uses a third party agent for business purposes, such as

shipping, credit card validation, hotel registration for meetings, etc., these agents are required to keep any information provided by the CMS confidential and use it only for the purposes of providing the specific service requested by the CMS.

5.0 MEMBERSHIP LISTS

- 5.1 The CMS tries to balance the need for a collegial environment of openness with the desire of some members to limit public availability of their contact information.
- 5.2 The CMS publishes a public [list](#) of its members so that other members can find them alphabetically, geographically, or by field of interest – this list also provides the media and others a means of identifying a subject matter expert. A member may request their information not be included in a list by ticking the appropriate box of the membership form.
- 5.2 The CMS also participates in the public [Combined Membership List](#) service with the AMS, MAA, SIAM and others; this list service allows members to update their contact details once for multiple society memberships. Members can [opt out](#) of the CML using their update tool.

6.0 NON-PERSONAL INFORMATION

- 6.1 In order to ensure that subscribers can access their subscriptions, members can access their membership services, the web site is effectively and efficiently running, and for other operational tasks, the CMS may track some non-personal information collected on-line. This may include such things as IP addresses, browser-related information, page visits, etc. The CMS may employ browser “cookies” to retain preferences and facilitate site features; these cookies are temporary and normally deleted automatically at the end of a browser session. The CMS may use tools such as Google Analytics to aggregate some web site use information for web traffic analysis.
- 6.2 The CMS may provide public forums on-line (or forums restricted to members or other groups). Given the nature of public forums, the CMS does not assume any responsibility for protecting any of the information disclosed in a forum by forum participants.

7.0 ONLINE ADVERTISING AND BROWSING

- 7.1 Some CMS web pages may present third party advertisements via such networks as Google AdSense. It is normal practice for advertising applications to use browser cookies (such as Google's DART cookie) to serve ads based on a user's prior visits to web sites served by the same advertising network. Google and other reputable ad networks comply with opt-out provisions that can be accessed at the Network Advertising Initiative ([here](#)). Furthermore, there are applications that will prevent the tracking of sites visited or browsed. The CMS does not, itself, directly target any third party advertising to any individual. If in using the CMS web site an

objectionable advertising is encountered, please take a screen-snapshot (or record what was encountered) and notify the CMS Privacy Officer.

8.0 POLICY CHANGES

- 8.1 Changes to this policy may be made from time to time and promptly updated and communicated on the CMS website.

9.0 ENQUIRIES

- 9.1 The CMS official responsible for compliance with this policy is the CMS Privacy Officer.
- 9.2 Enquiries regarding the application, information, suggestions, complaints, concerns, etc. regarding this policy should be directed to the CMS Privacy Officer as follows:
- a) by mail to: Privacy Officer, Canadian Mathematical Society, 209 – 1725 St Laurent Blvd, Ottawa, ON K1G 3V4
 - b) by e-mail to: PrivacyOfficer@cms.math.ca
 - c) by phone to: 613-733-2662 ext 788
 - d) by fax to: 613-733-8994
- 9.3 Enquiries will usually be responded to within five (5) business days.