

## Privacy Statement

### Overview

It is our intent to give you as much control as possible over your personal information and, in general, you can visit our website without telling us who you are or revealing any information about yourself. There are times, however, when we may need information from you for the purposes of conducting business.

Prior to collecting personal information for the purposes of conducting business, we will also let you know how we will use such information. If you tell us that you do not wish to have this information used as a basis for further contact with you, we will respect your wishes. We do keep track of the domains from which people visit us and we analyze this data for trends and statistics, and then we discard it.

### Collection and Use of your Personal Information

Personal information means any information about an identifiable individual, including the legal name, date of birth, mailing address, telephone number or email address of a person.

Collection and use of personal information is for several general purposes: to identify and understand your needs regarding current and new services; to personalize your experience on our website; to assemble statistics concerning the use of site services; to provide customer services; to confirm your program completion status to the AGLC and you as the registrant/participant; and to meet legal and regulatory requirements.

### Control of your Personal Information

Your personal information will be used only for AGLC training programs; AGLC will not share that information with third parties without your permission.

### Access to your Personal Information

AGLC strives to keep your personal information accurate. We have implemented technology, management processes and policies to maintain customer data accuracy. We will provide you with access to your information, including making reasonable effort to provide you with online access and the opportunity to update and change your information. To protect your privacy and security, we will also take reasonable steps to verify your identity, such as a password and user ID, before granting access to your data. Certain areas of this site will limit access to specific individuals through the use of passwords and other personal identifiers.

The most effective way to view and change your personal information is to return to the page where you originally submitted your data and follow the instructions on the page.

### Security of your Personal Information

The AGLC is committed to protecting the security of your personal information. We use a variety of security technologies and procedures to help protect your personal information from unauthorized access, use or disclosure. For example, we store the personal information you provide in computer servers with limited access that are located in controlled facilities. When we transmit sensitive information (such as a credit card number) over the internet, we protect it through the use of encryption, such as the Secure Socket Layer (SSL) protocol.

## **Use of Cookies**

"Cookies" can be used to help you personalize your online experience. A cookie is an element of data that a website can send to your browser, which may then store it on your system. Cookies do not read data off your hard disk and can only contain personal information that you provide yourself. We use cookies to track user traffic patterns in order to determine the usefulness of the website to our users. Refusing cookies will not allow for the full functionality or use of this website.

## **Third Party Sites**

This website contains links to other sites. We are not responsible for the privacy practices or the content of such websites.

## **Changes to this Statement**

The AGLC will amend this policy from time to time and, if we make substantial changes to how we use your personal information, we will make that information available by posting notice on this site.

## **Freedom of Information and Protection of Privacy Act**

The information that you provide on and with this registration form is collected under the authority of the Gaming and Liquor Act and the Freedom of Information and Protection of Privacy Act, Section 33(c). It will be used to administer the AGLC's SMART Training programs. Your personal information is protected by Alberta's Freedom of Information and Protection of Privacy Act and can be reviewed on request. If you have any questions about the collection or use of this information contact our office at:

**SMART Training Programs  
Alberta Gaming and Liquor Commission  
50 Corriveau Avenue  
St. Albert, AB T8N 3T5**

**Telephone (toll free): 1-877-436-6336  
Fax: (780) 651-7626  
[Email your inquires](#)**