



APPA Privacy Policy

|  Adopted by the APPA Board of Directors on September 24, 2026.

APPA Privacy Policy

I. Purpose

This Privacy Policy establishes principles and expectations for how APPA collects, uses, maintains, and protects personal information obtained in the course of conducting Association business.

The purposes of this policy are to:

- Promote transparency and accountability in the handling of personal information
- Protect the privacy and confidentiality of individuals who interact with the Association
- Support compliance with applicable privacy, data protection, and information security requirements
- Establish governance-level standards for the responsible use of personal information
- Reduce risk associated with unauthorized access, use, or disclosure of personal data

This policy is intended to guide the Association's approach to privacy and data stewardship while allowing flexibility for operational procedures, technologies, and legal requirements to evolve over time.

II. Scope and Applicability

This Privacy Policy applies to the collection, use, storage, sharing, and protection of personal information by APPA in connection with the Association's governance, operations, programs, services, and activities.

This policy applies to Board members, officers, employees, volunteers, contractors, and agents acting on behalf of the Association.

Personal information includes information that identifies or can reasonably be used to identify an individual, including names, contact information, professional affiliations, payment information, online identifiers, and similar data.

This policy applies regardless of the format or storage location of personal information, including electronic systems, cloud-based platforms, third-party service providers, and personal devices or accounts when used for Association business.

III. Privacy Principles and Data Use

APPA collects and uses personal information in a manner consistent with its mission, values, and legitimate operational needs.

A. Privacy Principles

- Purpose limitation
- Data minimization
- Transparency
- Security and confidentiality
- Accountability

B. Permitted Uses of Personal Information

Personal information may be used for:

- Membership administration and communications
- Events, education, and professional development
- Publications, research, and surveys
- Website operation, analytics, and digital engagement

- Advertising, sponsorships, and digital engagement involving business partners
- Financial transactions and accounting
- Legal and regulatory compliance

IV. Information Sharing and Disclosure

APPA may share personal information with service providers, technology platforms, business partners, sponsors, or authorities as required.

In connection with Business Partner membership benefits, APPA may share limited institutional contact information such as institution name, address, and primary contact name and title. Personal email addresses or personal identifiers are not shared unless authorized or required.

Data sharing does not imply the sale of personal information.

V. Data Security and Protection

APPA implements reasonable administrative, technical, and physical safeguards to protect personal information.

Electronic records in Association-approved systems are authoritative.

APPA maintains procedures to respond to data security incidents and comply with notification requirements.

VI. Individual Rights and Requests

APPA responds to reasonable privacy-related requests subject to legal and operational limitations.

Specific rights and request mechanisms may be described in public-facing privacy notices.

VII. Policy Administration and Amendments

This policy is established by the APPA Board of Directors.

The policy shall be reviewed at least every three (3) years.

The Board may amend this policy and delegate authority for administrative updates.

Effective Date. This Privacy Policy was adopted by the APPA Board of Directors on September 24, 2026.

END OF POLICY