

# NARCC Privacy Policy

The Northern Amateur Relay Council of California (hereafter "NARCC") recognizes that privacy is important. The NARCC Privacy Policy covers the types of information NARCC collects and maintains when you use NARCC services as well as the steps we take to safeguard that information. This Policy describes in detail the privacy practices that apply to NARCC services. If you have questions about this Policy please contact us at:

Northern Amateur Relay Council of California (NARCC)  
P. O. Box 8448  
Santa Rosa, CA. 95407-8448

## PERSONAL INFORMATION AND OTHER DATA WE COLLECT

- NARCC collects personal information when you create or update an account on the NARCC website and when you file and maintain frequency coordination applications via the NARCC web site.
- NARCC collects personal information from written correspondence and forms you may provide us.
- Information disclosed by you in other communications, which may include but is not limited to telephone conversations and email messages, is specifically excluded from this policy.
- The NARCC web site uses cookies and other technologies to assist with the entry, maintenance and security of the information we collect. Cookie information is not collected, aggregated or used for any other purpose.
- The NARCC web servers automatically record information when you visit our web site including but not limited to: the requested URL, your IP address, browser type and date and time of your request.
- The information NARCC collects is segregated into three categories for control and dissemination purposes. Please note that the examples cited are not inclusive – please contact NARCC if you have questions regarding any specific piece of information we collect. The categories are:

### a) Personal Contact Information

Information such as mailing address, phone numbers, email addresses and any other information not specifically included in the other categories.

### b) Basic System Information

Information such as operating frequency, transmitter and/or receiver city and state locations, system access methods, system call sign, system sponsor and system notes. (Notes are the notes as published in the American Radio Relay League's annual *Repeater Directory* publication, and the NARCC Repeater Directory).

### c) Detailed System Information

Information such as the specific system street address, latitude, longitude, transmitter power, antenna and other system technical information.

## DISSEMINATION OF INFORMATION TO THIRD PARTIES

- Personal Information is not normally disseminated by NARCC except as indicated below. Note that some of the personal information collected by the NARCC is readily available from other sources including the FCC on-line database.
- Basic System Information is released to the ARRL for publication in its annual Repeater Directory Publication, and used by NARCC to publish it's annual Repeater Directory Publication. This information is also made available to the public via the NARCC web site public database search and Online Repeater Directories.
- Detailed System Information is released to coordination entities recognized by the National Frequency Coordination Council for the purpose of coordination between the NARCC and adjacent service areas. NARCC may also release this information to the ARRL for the purposes of facilitating proper coordination with other services in bands where allocations are shared.
- By default non repeater systems (typically control and auxiliary links) are not published or displayed in on-line searches or online repeater directories.
- NARCC will disclose information from any of the above categories to an official of the Federal Communications Commission upon written request from the Commission.
- NARCC will disclose information from any of the above categories to local, state and/or federal law enforcement bodies when subpoenaed to do so.

## **OPT OUT**

You may Opt Out from sharing your information with ARRL for their annual Repeater Directory, and/or listing your system in the Online Repeater Listings and annual NARCC Repeater Directory by notifying the Database Administrator that you do not want your information shared or listed in directories. The Database Administrator can be contacted via Email at "narcc@narcc.org".

## **CHILDREN**

NARCC does not solicit or offer its services for children under the age of 13 and requests that a child have a parent or guardian create an account on their behalf.

## **CONFIDENTIALITY AND SECURITY**

- NARCC limits access to the information it collects to its officers, directors and frequency coordinators as reasonably needed to provide services to you.
- NARCC has physical and electronic safeguards to protect the information we have collected.

## **PRIVACY POLICY UPDATES**

The NARCC may update this policy from time to time. Updates will be announced on the NARCC web site. The most current version of this policy will always be available on our web site.

Last revised : 12 July 2009  
Adopted : 9 January 2010

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