



PRIVACY POLICY

Association québécoise des bénévoles en recherche et sauvetage (AQBRS)

Official Version – Institutional Document

Effective Date: March 3, 2025

Last Revision Date: February 15, 2026

The Association québécoise des bénévoles en recherche et sauvetage (AQBR) is a non-profit organization that processes personal information as part of its activities. This policy ensures compliance with Québec's Law 25 and establishes transparent, responsible, and secure management of personal information.

1. What Personal Information Do We Collect?

We may collect and process the following types of personal information:

- Identity information (first and last name);
- Contact details (address, email, phone number);
- Biographical information (position, employer, photos, video or audio content);
- Financial information (billing address, banking or payment data);
- Recruitment-related information (resume, education, professional background);
- Identification and verification data (e.g., driver's license);
- Any other personal information voluntarily provided;
- Consent records (date, time, method) where required.

2. How Do We Collect Personal Information?

Personal information is collected directly from you:

- During membership applications or annual registrations;
- When registering for training sessions, seminars, or events;
- As part of expense reimbursements;
- Within operational reports involving AQBR.

3. How Do We Use Personal Information?

Personal information is used to:

- Provide and administer our services;
- Evaluate applications or involvement requests;
- Comply with legal and regulatory obligations;
- Manage risks (e.g., background checks);
- Protect the rights of the organization and third parties.

4. Sharing of Personal Information

Personal information may be shared with:

- Service providers (IT, hosting, human resources);
- Institutional partners where required;
- Government authorities when legally required.

5. Retention of Personal Information

Personal information is retained only for as long as necessary to fulfill the purposes outlined in this policy or to comply with applicable legal obligations.

6. Security Measures

We implement physical, technical, and administrative safeguards to protect personal information against unauthorized access, loss, disclosure, or misuse.

7. Individual Rights

In accordance with applicable laws, you have the following rights:

- Right of access;
- Right to rectification;
- Right to erasure (subject to legal obligations);
- Right to data portability;
- Right to restriction;
- Right to withdraw consent;
- Right to file a complaint with the appropriate authority.

8. Use of Images and Visual Content

8.1 Image Capture

Photographs or video recordings may be taken during training sessions, qualification camps, exercises, or deployments conducted by AQBRs or the Emergency Intervention Reserve in Civil Security (RIUSC).

8.2 Use of Images

Such images may be used for:

- Informational purposes;
- Institutional communications;
- Promotion;
- Reports or presentations.

No financial compensation is provided for the use of such images.

8.3 Public Activities

During public activities or deployments, third parties (citizens, partners, media) may independently capture images outside the control of AQBRs.

8.4 Withdrawal

Any individual may request in writing the removal of an image published by AQBRS, subject to legal obligations and prior publications.

9. Privacy Officer Contact Information

For any questions or to exercise your rights:

Email: aqbrsadm@gmail.com

Mailing Address: AQBRS – 1390, rue des Fougères, Prévost (Qc) J0R 1T0

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