

## **Policy on the Availability of Association and Individual Information**

Player, team, or affiliation registration and other specific information held by Georgia Soccer have multi-level access requirements. Access is always available to the team, the affiliate and the state association. Ownership of the registration always remains with the affiliate.

With this in mind, it is within the domain of the affiliate as to whom other than the teams within an affiliate playing from within the league may have access to registration information.

At the state level there must be specific safeguards, in terms of control of registration and affiliation information, to protect the interest of the players, youth and their families in particular, and well as coaches, administrators and others associated with our affiliates. These interests revolve around issues of risk management, privacy, and affiliate domain. In addition, the same issues and concerns of privacy shall also be accorded Georgia Soccer staff and volunteer leaders.

The following methods of control for the dispersal of information are the Georgia Soccer policy:

### Staff Access:

- State administrative staff shall have access to this information for the normal registration process in order to meet state and national requirements, and only on an as needed basis with the approval of the Executive Director
- The state administrative staff shall have access in order to provide certain aspects of this information for the day to day operations in relation to mailings and similar such activities
- Otherwise staff will not provide information to anyone unless it meets one of the criteria below and is in writing from the appropriate authority

### Leader Access:

- The state Registrars Committee shall have full access to all registration information
- Access should also be granted to the Vice President-Youth or Vice President-Adult for purposes of investigation of issues that requires specific player, coach, team or league information
- Access should also be granted to the program directors in order for them to review compliance with registration and similar procedures, but only for information from within their own program
- Information desired by a director outside of his own program should only be allowed by authorization of the appropriate program director and the approval should always be in writing as well as with notification to the appropriate vice president
- In cases of disagreement among the directors as to the availability of this information, the issue will be decided by the Georgia Soccer president who will put such decisions in writing to all parties as well as the Executive Director of Georgia Soccer
- For adjudication purposes, specific information may be made available to those appropriate individuals in charge of adjudication processes with the approval of the Georgia Soccer Executive Director or the appropriate Vice President
- Information access between divisions will only be with the approval of the Vice Presidents-Youth and Adult

### Access to Phone Numbers:

- Phone numbers of any and all Georgia Soccer staff or board members or their duly appointed representatives are not to be provided to anyone other than other Georgia Soccer staff or officials without the express authorization of the Executive Director, either Vice President, or the President of Georgia Soccer

### Commercial Access to Information

- Personal information held by Georgia Soccer may be made available for commercial use on specific requests through policy as set by the Board
- Usage of information for commercial mailings must adhere to the Georgia Soccer Mailing List Policy

**This policy is subordinate to legal considerations in accordance with Georgia law or court orders.**