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Privacy Policy

The Japan Association for Language Teaching (NPO JALT) respects the importance of protecting personal information and complies with Japan's latest version of the [Act on the Protection of Personal Information \(APPI\)](#). This Privacy Policy explains how we collect, use, and safeguard personal information on jalt.org, events.jalt.org, and other websites associated with JALT.

1. Purpose of Use of Personal Information [APPI Article 21](#)

We collect and use personal information only for the following purposes:

- Managing membership and volunteer records
- Communicating about our activities, events, and programs
- Processing donations and issuing receipts
- Responding to inquiries
- Complying with legal and regulatory obligations

We will not use personal information beyond these purposes without the individual's consent.

2. Management of Personal Information [APPI Article 23](#)

We take appropriate security measures to prevent unauthorized access, loss, leakage, alteration, or misuse of personal information. Access to personal information is restricted to authorized staff and volunteers only.

3. Provision to Third Parties [APPI Article 27](#)

We will not provide personal information to third parties without prior consent, except where required by law. If we entrust the handling of personal data to external service providers, we will supervise them to ensure proper data protection.

4. Handling of Sensitive Personal Information [APPI Article 20](#)

When handling information related to health, social services, or other sensitive matters, we will obtain explicit consent and manage it with special care.

5. Requests from Individuals [APPI Article 90 98](#)

Individuals have the right to request disclosure, correction, deletion, or suspension of use of their personal information. Please contact us using the information below, and we will respond in accordance with APPI.

6. Use of Overseas Services

If personal information is stored or processed outside Japan (e.g., cloud services), we will ensure that such transfers comply with APPI requirements.

7. Data Breach Notification [APPI Article 26](#)

In the event of a personal information leak, loss, or unauthorized access, we will promptly notify affected individuals and report to the Personal Information Protection Commission (PPC) as required by law.

8. Continuous Improvement

We will regularly review and update our privacy practices and this Privacy Policy to ensure compliance with laws and best practices.

9. Contact Information

For questions or requests regarding personal information, please contact: The Japan Association for Language Teaching at jco@jalt.org.