



Website Privacy Policy

The Ontario Tumour Bank (OTB), a program of the Ontario Institute for Cancer Research (OICR), recognizes your right to privacy and is committed to protect your personal information. As a result, we have prepared this privacy policy to let you know about the manner in which we collect, use, disclose and otherwise manage the personal information that you provide to OTB when registering an account on this website, making a request for samples and data or otherwise providing us with your personal information.

Collection and Use of Personal Information

We only collect personal information about you that you provide to us. This may include personal information (such as your name, email address, telephone number, institution name, mailing address, as well as details of your request/research) that you provide:

- When you visit or register an account on our website
- When you make a request or submit an application for samples or data
- When you request information
- In the normal course of using a browser on a website

We use the personal information that you provide to answer questions that you submit, to send you information that you request, or to process your request for samples and data. We may also use this information to send you periodic updates and promotional material from the Ontario Tumour Bank and updates/newsletters from the OICR. If you do not wish to receive such communications, please let us know by emailing us at tumourbank@oicr.on.ca with the message "unsubscribe" in the subject line or by contacting us at the address or telephone number provided below.

When visiting our website, our web server automatically logs (records) domain name and standard information about the operating system and web browser you are using, as provided by your web browser. This information is used for statistical purposes to help us manage our site, but OTB does not use this information to identify you in any way.

Disclosure of Personal Information

OTB does not trade, rent or sell your personal information to any third party.

However OTB may transfer your personal information to third party service providers acting our behalf, such as mailing houses, IT vendors, or distributors. Some of these third parties may be outside of Canada, and subject to the laws of their country in respect of privacy and confidentiality. Such third parties will be contractually bound to protect the confidentiality of your personal information and are prohibited for using your personal information for purposes other than the purpose for which it is provided, unless otherwise required by law.

Please note that OTB may also disclose information about you if required to do so by law. We may also disclose personal information required to assist us in collection of a debt owed by you.



Security of Personal Information

OTB takes industry standard steps to protect your personal information as you transmit it to our site from loss, misuse, unauthorized access, disclosure, alteration, or destruction.

Industry standard security and privacy safeguards will be used to protect the confidentiality and security of your information at all times. Access to your personal information will be limited to those authorized OICR staff who require access to the personal information for the purposes identified and to fulfil their employment responsibilities. As per our retention policies, your personal information will be retained for 25 years, unless you receive samples and data from us, in which case we will retain this information indefinitely or until the OTB is no longer active or requires the use of this information for future contact purposes.

Access and Correction

You may request access to the personal information that OTB has in its control or request that the personal information be corrected by contacting us at the address or telephone number provided below. OTB will require reasonable proof of your identity as part of granting access to such information.

Withdrawing Consent

You may withdraw your consent at any time to the manner in which your personal information is collected, used or disclosed by contacting us as provided below. Please note, however, that such withdrawal may limit the services or products that OTB may provide to you. The only exception to the above is if you have already received samples and data from the OTB in which case, we must retain your personal information indefinitely.

Contact Information

Ontario Tumour Bank
Ontario Institute for Cancer Research
MaRS Centre, South Tower
101 College Street, Suite 800

Tel: 416-673-6639

Fax: 416-944-7446

Please refer to the [OICR Terms and Conditions](#) for further information and conditions about the use of your personal information.

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