

Company Operations Manual

1.1 PRIVACY POLICY

Under the Personal Information Protection Act, students are entitled to access the records. The personal information collected will only be used for the purpose for which it was originally collected or for a use consistent with that purpose.

Student information kept on file by Island Coastal Aviation is confidential and may not be disclosed except to authorized persons or agencies.

The company strives to protect and respect the personal information of its customers, employees, business partners, and students in accordance with all applicable provincial and federal laws. Each staff member must abide by this organization's procedures and practices when handling personal information.

1.1.1 Photo Release

Island Coastal Aviation may photograph or videotape (the Property) from time to time for advertisements or social media content. All staff and students or customers perpetually grant Island Coastal Aviation the right to use, in whole or in part, photographs or video footage taken, for all media throughout the world (including print, non-theatrical home video, CF-ROM, Internet, and any other electronic medium presently in existence or invented in the future), by participating in activities of Island Coastal Aviation.

Staff and students agree that they will not bring or consent to others bringing claim or action against Island Coastal on the grounds that anything contained in the Property, or in the advertising and publicity used in connection herewith, is defamatory, reflects adversely on you, violates any other right whatsoever, including, without limitation, rights of privacy and publicity, You hereby release Island Coastal, its directors, officers, successors and assigns from and against any and all claims, demands, actions, causes of actions, suits, costs, expenses, liabilities, and damages whatsoever that you may hereafter have against Island Coastal in connection with the Property.

This agreement shall not obligate Island Coastal to use the Property or to use any of the rights granted hereunder, or to prepare, produce, exhibit, distribute or exploit the Property.

Island Coastal shall have the right to assign its rights hereunder, without your consent, in whole or in part, to any person, firm, or corporation.