

## **Privacy Policy of The Ireland Funds in Ireland**

We are committed to the highest standards of ethics and integrity in all fundraising efforts and to maintaining donors' privacy rights. We will not sell, share, trade or give our donors' or supporters' personal or contact information to any non-affiliated organisations without the donors' permission to do so; nor send mailings on behalf of other organisations. Use of donor information will be limited to the internal purposes. This is applicable to personal information gathered both electronically and non-electronically.

### **Type of information we collect**

The type of information we collect may include personal data which identifies you or can be used to identify or contact you. This includes name, postal and/or email address, telephone number and other contact information you provide on our online forms, at events or over the telephone. Such information is only collected from you if you voluntarily submit it to us.

If you make a donation or a purchase on our website you will be asked to provide your credit/debit card number, these details are stored in a secure database in compliance with PCI Data Security Standards and are transmitted directly to our payment providers [PayPal](#), [Global Payments](#).

### **How we use the information you provide**

The information you provide, including your marketing preferences, will be processed on our Customer Relationship Management (CRM) system and will be used solely for the purpose for which you provided it.

We process personal data you provide to us for the following purposes:

- for processing your online donation;
- for donor relationship management purposes;
- for registering your interest in and communicating with you about
  - our work
  - our campaigns
  - our fundraising events and activities
  - our workshops and our publications
  - our conferences and other Ireland Funds events and programmes
- for communicating with you about your membership;
- for conducting research and analysis to monitor the performance of our campaigns, appeals, events and products and
- for audit purposes

Our reason for processing your personal data is contractual.

### **Data Subject Rights**

The Ireland Funds facilitate your rights in line with our data protection policy.

### **Your rights as a data subject:**

At any point while we are in possession of our processing your personal data, you, the data subject, have the following rights:

- **Right of access** – you have the right to request a copy of the information that we hold about you.
- **Right of rectification** – you have a right to correct data that we hold about you that is inaccurate or incomplete.
- **Right to be forgotten** – in certain circumstances you can ask for the data we hold about you to be erased from our records.
- **Right to restriction of processing** – where certain conditions apply to have a right to restrict the processing.
- **Right of portability** – you have the right to have the data we hold about you transferred to another organisation.
- **Right to object** – you have a right to object to certain types of processing such as direct marketing.

### **Disclosure of information to third parties**

The information received from you will be disclosed to a third party (PayPal, Realex, MailChimp, Eventbrite, Typeform, Survey Monkey, CrowdComms etc.), to allow us to process your donation or purchase and/or provide you with the service you have signed up for. We do not trade your personal details with third parties. If we pass your sensitive personal data onto a third party, we will only do so once we have obtained your explicit consent, unless we are legally required to do otherwise. The Ireland Funds and The Ireland Funds America share a database, Salesforce. All personnel accessing this database have received training on data protection in line with the EU General Data Protection Regulation (GDPR). The Ireland Funds America are compliant with the Privacy Shield Framework at the US Department of Commerce (DOC). Both Funds have signed a Data Protection Agreement to ensure appropriate level of protection for the fundamental rights of your personal data.

### **Security**

The Ireland Funds website does not collect personal information about you except information that you provide voluntarily. All our constituents' personal information is treated confidentially, whether collected through this website or by other means. This information is stored securely.

The nature of the Internet is such that we cannot 100% guarantee or warrant the security of any information you transmit to us via the Internet to be secure. However, once we receive your personal data we take all reasonable technical and organisational measures to protect personal data from loss, misuse, alteration or destruction and to prevent any unauthorised or unlawful disclosure or processing.

### **Cookies**

Technical details in connection with visits to this website are logged by our internet service provider for statistical purposes. No information is collected that could be used by us to identify website visitors. The technical details logged are confined to the following items:

- The IP address of the users webserver
- The top level domain name used (for example .ie, .com, .net, .biz)
- The previous website address from which the user reached us, including any search criteria used.
- Click screen data which shows the traffic of users around this website (for example pages accessed and documents downloaded).
- The type of web browser used by the website user.

- The Ireland Funds will make no attempt to identify individual visitors, or to associate any technical details listed above with any individual.

You may opt to view the site without cookies by adjusting your browser's settings. If you do disable cookies some functions of the site may no longer work correctly. For more information on cookies see All About Cookies.

### **Right of access to and updating or deleting your personal data**

You can update your profile and preferences or unsubscribe at any time. Click on the 'update preferences or unsubscribe' link at the foot of the email, this link appears on every e-blast we send out.

You may also inform us of any changes in your personal data and we will update your personal data accordingly. To find out what personal data we hold on you, to receive a copy of this data, or to have your personal data updated, amended, or deleted, please write to us using the contact details below.

### **Retention of your personal data**

Data will not be held for longer than is necessary for the purposes(s) for which they are obtained. The Ireland Funds may store data for longer periods if the personal data will be processed solely for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes, subject to the implementation of appropriate technical and organisational measures to safeguard the rights of freedoms of the data subject.

### **Complaints**

In the event that you wish to make a complaint about how your personal data is being processed by The Ireland Funds or how your complaint has been handled, you have the right to lodge a complaint directly with The Ireland Funds through the contact details below.

You may also contact the Data Protection Commission in Ireland to lodge a complaint (details below).

Data Protection Commission, Canal House, Station Road, Portarlington, Co Laois, R32 AP23. Phone +353 57 868 4800 / +353 761 104 800. Web [www.dataprotection.ie](http://www.dataprotection.ie). email [info@dataprotection.ie](mailto:info@dataprotection.ie)

### **Privacy policy statement changes**

The Ireland Funds may change this privacy policy from time to time. When such a change is made, we will post a revised version of this policy online. Changes will be effective from the point at which they are posted. This privacy policy was last reviewed in September 2019.

### **Contact Us**

Your privacy is important to us. If you have any comments or questions regarding this statement, please contact us using the information below

Email: [dataprotection@irelandfunds.org](mailto:dataprotection@irelandfunds.org)

The Ireland Funds, Denshaw House, 121 Lower Baggot Street, Dublin DO2 FD45 Ireland. — Tel 01-662-7878