

# **EVPA PRIVACY POLICY**

1 June 2018

## **PREAMBLE**

EVPA is an organisation for and of members in order to develop and enhance the venture philanthropy and social investment sector. Our objective is not to make any profit. We do not sell your data, and we will never do that. We use your personal data to provide services to you. We only keep sufficient data to accomplish our mission. If you use our services, we assume you consent with the fact that we record and process your personal data, and agree to the terms of this privacy policy.

EVPA aims to respect everyone's privacy as well as the regulation concerned. We respect your wishes to review, update, correct, complete or delete your data, and will act upon that seriously. We protect your data to ensure that it does not get stolen, lost or misused.

This policy and privacy guideline covers all personal data that we collect, keep, disclose or otherwise use from you in any form. This policy applies to all and always at EVPA. EVPA is responsible for this policy and may modify it anytime, informing all contacts of the changes.

## **YOUR DATA - WHAT WE USE IT FOR**

EVPA keeps your data to provide you information, like reports and policies, or offer you services. We may invite you to join our webinars, trainings and workshops, and invite you for the EVPA annual conference or other events that we believe will be of interest to you.

When you participate in one of our trainings or workshops or if you attend EVPA gatherings, events and conferences, we usually list the participants and share this list with all participants. By doing so we aim to ease and facilitate learning and sharing of best practices.

Especially for members we provide customer service and care and use your data to follow up on your questions, suggestions, comments, complaints, etc.

We may ask you to provide data to support our research. We collect research material anonymously, and make sure that we report on it anonymously, unless in specific cases the data provider has given consent.

We also may use your data to update the EVPA member list, and in case of any invoices we keep these for audit and tax purposes.

## **YOUR DATA – THE DETAILS WE RECORD AND HOW WE COLLECT THIS**

EVPA records personal data like your name, title, gender, organisation, email, and telephone number. We do not keep any sensitive personal data, like political opinion, sexual preference, racial and ethnical background, health or religion.

We collect details by visiting you, meeting you at events and conferences, when you join our webinars, participate in our trainings, call us, and visit our website. We also use tracking technologies, like cookies (google analytics, social media) in order to measure and optimise our services.

Apart from the collection of data we sometimes also make photo's or videos. We will always ask for your consent beforehand.

## **WE PROTECT YOUR DATA**

We ensure that only authorised people have access to your data. EVPA has implemented appropriate technical and organisational measures for the protection of the data, this being both technical security and managerial controls.

We will not keep your data any longer than necessary. Our policy is to retain your personal data for a period of two years as from your last contact with us, such as the date as from which you unsubscribe from our messages, except for legal or compliancy requirements.

We use a limited number of third party service providers to help us providing our services. We pay special attention to any exchange of data with these external parties, making sure that in case that we need to exchange data, we only do this with parties that ensure the protection of your privacy.

EVPA members can log on to our website and exchange information with other members. For all members based in countries that are in the European Community, a comparable regulation on the protection of data and privacy is in place. With all members based in countries outside the European Community, we have received confirmation that these members have a comparable security and privacy policy in place, or we restricted the exchange of data with these members.

In specific cases EVPA is requested to exchange the names of participants to funders or supporters of EVPA. In each case prior alignment with and permission of the participants will be searched before such exchange takes place.

## **YOUR RIGHTS AND HOW WE ACT UPON**

At any time you have got the right to access, meaning that upon your request we will let you know what personal data we keep from you, and to what extent your personal data has been processed by us. This includes the recipients whom we disclosed your personal data to and when we did that.

Likewise you are entitled to rectification of any inaccurate personal data. In case you notice any errors, please let us know! We will be happy to correct that immediately.

Last but not least, you may ask us to delete your data. We will not be able to make any usage undone, but upon your request we will remove your data from our files as far as possible and make sure that you will not hear of us, and we will not use your data again.

We offer you the possibility to adapt our communication to you to your preferences. Even after that you requested to receive our newsletter, or after having chosen to receive our training offer communications, you can easily select the "unsubscribe" link in the specific newsletter or communication, and your preferences will be adapted accordingly.

In case that you would like to comment or request anything as to your data, or in case that you would like to file a complaint about the usage of your personal data, please let us know! We take your data seriously and will act without undue delay, at least within 1 month. Please send your comments, questions or complaints via email to [privacy@evpa.eu.com](mailto:privacy@evpa.eu.com).

Thank you!  
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