

CAPA-HC Privacy Policy

Effective July 25, 2021

This privacy policy has been compiled to better serve those who are concerned with how their 'Personally Identifiable Information' (PII) is being used online. PII, as described in US privacy law and information security, is information that can be used on its own or with other information to identify, contact, or locate a single person, or to identify an individual in context. This privacy policy sets out how CAPA-HC uses and protects any information that you give when you use this website or contact us for service delivery via the email, third party website or social media. Please read this policy carefully so that you understand your rights in relation to your personal data, and how we will collect, use and process your personal data. If you do not agree with this Privacy Policy in general or any part of it, you should not access the Website.

If we make any material changes to this privacy policy, we will post the updated privacy policy here and notify our users. You should check this policy frequently to ensure that you are happy with any changes.

What personal information do we collect from the people that visit our website or applications?

You provide information by contacting us or donating to us via our website, via email, by phone, by joining our membership, or by attending our events. Depending on how you provide your information, we will collect some or all of the following information when you contact us or attend one of our events:

- your name;
- email address;
- telephone number;
- where you attend one of our events, your address;
- age;
- gender;
- contact details;
- if you are a parent, carer or guardian, we will collect details about your child such as your child's name, age and gender, where relevant and necessary for the provision of our services;

We will also process sensitive personal data (such as data concerning your gender identification) about you in the course of our legitimate activities.

When do we collect information?

We collect information from you when you register on our site, pay for a service or membership, make a donation, respond to a survey, fill out a form or enter information on our site.

How do we use your information?

We may use the information we collect from you when you register, pay for services or membership, respond to a survey or, surf the website, or use certain other site features in the following ways:

- To allow us to better service you in responding to your requests.
- To quickly process your transactions.
- To send periodic emails regarding your order or other products and services.
- To follow up with them after correspondence (email or phone inquiries)

How do we protect your information?

Our website uses an SSL certificate and SSL is used when personal information is collected.

Do we use 'cookies'?

We do not use cookies for tracking purposes.

You can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies. You do this through your browser settings. Since each browser is a little different, look at your browser's Help Menu to learn the correct way to modify your cookies.

If you turn cookies off, some of the features that make your site experience more efficient may not function properly. that make your site experience more efficient and may not function properly.

Third-party disclosure

We do not sell, trade, or otherwise transfer to outside parties your Personally Identifiable Information.

Third-party links

We do not include or offer third-party products or services on our website.

Google

We do not use Google AdSense Advertising on our website.

We do use Google Analytics for website analysis.

We do use Google Apps and 3rd Party extensions to assist us with operations, record keeping and communications such as the use of Gmail, Google Sheets, Google Forms, Google Docs, etc.

Opting out

Users can set preferences for how Google advertises to you using the Google Ad Settings page.

Alternatively, you can opt out by visiting the Network Advertising Initiative Opt Out page or by using the Google Analytics Opt Out Browser add on.

Payment

Any payment transactions are done through PayPal services, including payments via PayPal funds, bank or credit cards via PayPal and by checks.

We follow Maryland's PIPA _Personal Information Protection Act Online Privacy Protection Act

See more at: <https://www.termsfeed.com/blog/maryland-pipa-personal-information-protection-act/>

Does our site allow third-party behavioral tracking?

We do not allow third-party behavioral tracking.

COPPA (Children Online Privacy Protection Act)

When it comes to the collection of personal information from children under the age of 13 years old, the Children's Online Privacy Protection Act (COPPA) puts parents in control. The Federal Trade Commission, United States' consumer protection agency, enforces the COPPA Rule, which spells out what operators of websites and online services must do to protect children's privacy and safety online.

Do we let third-parties, including ad networks or plug-ins collect PII from children under 13?

We do not specifically market to children under the age of 13 years old.

Fair Information Practices

The Fair Information Practices Principles form the backbone of privacy law in the United States and the concepts they include have played a significant role in the development of data protection laws around the globe. Understanding the Fair Information Practice Principles and how they should be

implemented is critical to comply with the various privacy laws that protect personal information.

In order to be in line with Fair Information Practices we will take the following responsive action, should a data breach occur:

- We will notify you via email
- Within 7 business days

We also agree to the Individual Redress Principle which requires that individuals have the right to legally pursue enforceable rights against data collectors and processors who fail to adhere to the law. This principle requires not only that individuals have enforceable rights against data users, but also that individuals have recourse to courts or government agencies to investigate and/or prosecute non-compliance by data processors.