

## PRIVACY POLICY - 2024



The foundation highly values the protection of personal data. In this privacy policy, we aim to provide clear and transparent information about how we handle personal data. We do everything we can to safeguard your privacy and therefore handle personal data with care. The foundation complies with all applicable laws and regulations, including the General Data Protection Regulation (GDPR). This means that we will, at the very least:

- Process your personal data in accordance with the purpose for which it was provided, which is described in this privacy policy;
- Limit the processing of your personal data to only what is necessary for the purposes for which it is processed;
- Request your explicit consent if we need it to process your personal data;
- Take appropriate technical and organizational measures to ensure the security of your personal data;
- Not share personal data with other parties unless necessary for the purposes for which it was provided;
- Be aware of your rights regarding your personal data, inform you of them, and respect them.

As a foundation, we are responsible for processing your personal data. If, after reviewing our privacy policy, or more generally, you have questions or wish to contact us, you can do so via the contact details at the bottom of this document.

### PROCESSING OF PERSONAL DATA OF NEWSLETTER SUBSCRIBERS

Personal data of newsletter subscribers is processed by the foundation for the following purposes:

- Informing the individual through news updates.

The legal basis for this processing is:

- Your subscription to the newsletter.

For the purposes mentioned above, the foundation may request the following personal data from you:

- First name;
- Prefix;
- Last name;
- Email address.

Your personal data will be stored by the foundation for the period:

- As long as you remain subscribed.



## **PROCESSING OF PERSONAL DATA OF VOLUNTEERS**

Personal data of volunteers is processed by the foundation for the following purposes:

- Carrying out volunteer work.

For the purposes mentioned above, the foundation may request the following personal data from you:

- First name;
- Prefix;
- Last name;
- Phone number;
- Email address;
- Date of birth;
- Copy of ID;
- Social Security Number (BSN);
- Bank details.

Your personal data will be stored by the foundation for the period:

- As long as the volunteer work is carried out, and thereafter only in the financial administration for a maximum of 7 years.

## **DISCLOSURE TO THIRD PARTIES**

The information you provide to us may be shared with third parties if necessary to achieve the purposes described above.

For example, we may use third parties for:

- Managing the internet environment;
- Managing (financial) administration;
- Sending newsletters and invitations.

We never share personal data with other parties with whom we have not signed a processing agreement. We make the necessary arrangements with these parties (processors) to ensure the security of your personal data. Furthermore, we will not share the data you provide with other parties unless legally required or permitted. An example of this is the police requesting personal data as part of an investigation. In such cases, we are required to cooperate and provide the data. Additionally, we may share personal data with third parties if you give us written permission to do so.

## **WITHIN THE EU**

We do not share personal data with parties located outside the EU.



## **MINORS**

We only process personal data of minors (persons under the age of 16) if written permission has been given by a parent, guardian, or legal representative.

## **RETENTION PERIOD**

The foundation does not retain personal data longer than necessary for the purpose for which it was provided, or as required by law.

## **SECURITY**

We have taken appropriate technical and organizational measures to protect your personal data from unlawful processing. For example, we have implemented the following measures:

- All individuals who have access to your data on behalf of the foundation are required to maintain confidentiality;
- We use a username and password policy on all our systems;
- We pseudonymize and encrypt personal data if necessary;
- We make backups of personal data to restore it in case of physical or technical incidents;
- We regularly test and evaluate our measures;
- Our employees are informed about the importance of protecting personal data.

## **YOUR RIGHTS REGARDING YOUR DATA**

You have the right to access, correct, or delete the personal data we have received from you. You may also object to the processing of your personal data (or part thereof) by us or one of our processors. You also have the right to have the data you provided transferred to yourself or, at your request, directly to another party. We may ask you to identify yourself before we can comply with these requests.

If we are processing your personal data based on your consent, you always have the right to withdraw this consent.

## **COMPLAINTS**

If you have a complaint about the processing of your personal data, we ask you to contact us directly. If we are unable to resolve the matter with you, it is of course unfortunate. You always have the right to file a complaint with the Dutch Data Protection Authority (Autoriteit Persoonsgegevens), the supervisory authority in the field of privacy protection.

## **QUESTIONS**

If you have any questions or comments regarding this privacy statement, please contact us!

## **CONTACT DETAILS**

Stichting It takes a Village Foundation (formerly Dutch Tanzania Foundation)  
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