PRIVACY STATEMENT

We take our responsibilities as a data controller seriously and are committed to using the personal data we hold in accordance with the law.  Your privacy is important to us, and it is essential that we advise you of where, how, and why your data is stored.

This Statement complies with The Data Protection (Bailiwick of Guernsey) Law 2017 and associated legislation.

WHY WE COLLECT YOUR DETAILS?

We collect and retain your personal details, but no special category data, to enable us to maintain contact with your charity.  This will include use of direct email, email distribution list, telephone, or post.  Your data will only be used for legitimate and lawful interests.

By giving us your contact details, either directly or indirectly, you agree to allow us to store your data on our internal systems, website, and selected third party services as detailed below.

Please note that by signing up you confirm that you are aged 16 or over.

YOUR DATA, HOW WE USE IT, AND WHERE IS IT STORED

The data we retain is supplied initially by your charity representatives and is maintained by you on the AGC website ([www.charity.org.gg](http://www.charity.org.gg/)) using the login details supplied to you.  We can maintain this data on your behalf if you so choose.

Contact details are collected, either through entry onto your page of our website or directly into a third-part service, used by us to contact you.  The AGC uses selected third-party services including Mailchimp, Eventbrite, and SurveyMonkey.  They each maintain their own privacy policies and are registered with Privacy Shield (www.privacyshield.gov) which provides a mechanism for U.S. companies to comply with E.U. data protection requirements.  These companies may store your data on servers outside of the UK/European Economic Area.

Emails, or other contact you receive from us, may be branded as originating from The Association of Guernsey Charities (charity.org.gg), Volunteer Guernsey (volunteer.gg) or Giving Guernsey (giving.gg).

It is important to note that all communications sent through these services incorporate a link to enable you to “unsubscribe”.  If you choose to do this, you will not receive further AGC communication via that service, however your data may be stored elsewhere (e.g. our website, other third party service).

Changes can be made to the information we store on our website by a designated administrator(s).  This will include the details that appear on our website (www.charity.org.gg) about your charity.  Contact details can be entered onto the page, including a name, email address, and telephone number.  This will appear on the public website.

OUR OBLIGATION TO YOU

The Association of Guernsey Charities will only use your contact details for our own, official purposes.  Your details will not be given or sold to any third party for their use.  We undertake to secure and protect your data, and only use it lawfully and ethically.

We will not use your data for marketing nor any purpose not associated or aligned with charitable aims or objectives.  However, you should be aware that, through your use of certain third-party services, you may receive communication directly from them, and you retain your right to contact them to request removal of your details from their marketing.

HOW LONG WILL YOUR DATA BE RETAINED?

We retain personal data only for a legitimate and lawful reason.  Your details will be retained by us for as long as you are involved with a member organisation, and for a period of up to six years after we have been notified that you are no longer with an organisation.

REQUESTING REMOVAL OF YOUR PERSONAL DATA

Our website allows each member charity to appoint an administrator(s) to add, amend, and delete contact names and personal information.

All “broadcast” emails via a third-party service enable the recipient to unsubscribe, thereby stopping further emails via that specific service.

If you need to contact us regarding storage of your personal data, you should contact our Data Protection Officer by email to: mail@charity.org.gg   If you would prefer to write to us, our address is:

The Association of Guernsey Charities,

c/o Cobo Community Centre

Le Guet Rue de la Lande

Castel

Guernsey GY5 7EJ.

If you wish to make a complaint, please address your email or letter to The Chairman.

If you feel that we have not acted lawfully you are entitled to make a complaint to the Data Protection Commissioner.  The email address is: enquiries@odpa.gg or postal address: Office of the Data Protection Authority, St. Martin’s House, Le Bordage, St. Peter Port GY1 1BR

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