IiV privacy policy

Investing in Volunteers UK (IiV) knows that you care how information about you is used and shared and we appreciate your trust in us to do that carefully and sensibly. The site is managed and maintained by Volunteer Scotland and Volunteer Now.

This notice describes our privacy policy. By visiting www.investinginvolunteers.co.uk you are accepting and consenting to the practices described in this privacy notice.

Collecting your personal data

Personal data relates to a living individual who can be identified from that data. The processing of personal data is governed by the General Data Protection Regulation (GDPR).

Any personal data provided or to be gathered by www.investinginvolunteers.co.uk is controlled by the national organisation with which you register your details. This organisation is the Data Controller.

When registering on www.investinginvolunteers.co.uk, the user is required to choose a country to register with. The respective national organisation that is managing the operational delivery of IiV in that country is the sole owner of the registration information.

The information submitted at registration is stored on a secure online database.

The legal basis and purpose of processing

The legal basis for processing your personal data is our 'legitimate interest'. Processing is necessary:

- for the administration of your Investing in Volunteers journey
- to enable us to communicate with you about Investing in Volunteers
- to enable us to monitor the uptake and organisations' experience of Investing in Volunteers.

Contacts will be added to the Data Controller's national databases, CRM systems and spreadsheets. Below are the links to the different privacy policies:

Volunteer Now – http://www.volunteernow.co.uk/privacy-policy

Volunteer Scotland – https://www.volunteerscotland.net/privacy-notices

Sharing and use of your personal data

Information collected by the national organisations will be shared with:

- assessors in order that they can carry out assessment processes.
- national organisations may access your personal data for monitoring and evaluation purposes.
- for evaluation purposes, data may be shared with an external contractor.
- your data will not be shared outside of the European Economic Area.

Cookies

A cookie is a small file of letters and numbers that we may store on your browser or the hard drive of your computer or device. They cannot be used to identify you personally. We use cookies to distinguish you from other users of the Site. This helps us to provide you with a good experience when you browse the Site and also allows us to improve the Site.

Log files

Like most standard Web site servers we use log files. This includes internet protocol (IP) addresses, browser type, internet service provider (ISP), referring/exit pages, platform type, date/time stamp, and number of clicks to analyse trends, administer the site, track user's movement in the aggregate, and gather broad demographic information for aggregate use. IP addresses, etc. are not linked to personally identifiable information.

Legal disclaimer

Though we make every effort to preserve user privacy, we may need to disclose personal information when required by law wherein we have a good-faith belief that such action is necessary to comply with a current judicial proceeding, a court order or legal process served on our website.

Security

We have put in place measures to protect the security of your information. Details of these measures are available upon request.

Third parties will only process your personal information on our instructions and where they have agreed to treat the information confidentially and to keep it secure.

We have put in place appropriate security measures to prevent your personal information from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, we limit access to your personal information to those employees, agents, contractors and other third parties who have a business need to know. They will only process your personal information on our instructions and they are subject to a duty of confidentiality.

We have put in place procedures to deal with any suspected data security breach and will notify you and any applicable regulator of a suspected breach where we are legally required to do so.

Links

This website contains links to other sites. Please be aware that we are not responsible for the privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of every website that collects personally identifiable information. This privacy statement applies solely to information collected by this website.

Updating/deleting personal information

If you need to update your information then you must contact the national organisation they are registered with either by phone, letter, or email. Your country manager will update and/or delete your information on request. We will keep your data until such time as your organisation’s

registration account is superseded by a more recent account, or until you ask for your account to be deleted.

Your rights and your personal data

Unless subject to an exemption under the GDPR, you have the following rights:

- your right to correct information we hold about you that you think is wrong or incorrect
- your right to be informed about how we use your data
- your right to request a restriction is placed on the processing of personal data
- your right to object to our processing of your personal data
- your right of access to the personal data which the relevant national organisation holds about you
- your right to request that your personal data be erased, where it is no longer necessary for the national organisation to retain this.

Notifications of changes

If we decide to change our privacy policy, we will post those changes to this privacy statement, the homepage, and other places we deem appropriate so our users are always aware of what information we collect, how we use it, and under what circumstances, if any, we disclose it. We will use information in accordance with the privacy policy under which the information was collected.

If, however, we are going to use users' personally identifiable information in a manner different from that stated at the time of collection we will notify users via email. Users will have a choice as to whether or not we use their information in this different manner. However, if users have opted out of all communication with the site, or deleted/deactivated their account, then they will not be contacted, nor will their personal information be used in this new manner. In addition, if we make any material changes in our privacy practices that do not affect user information already stored in our database, we will post a prominent notice on our website notifying users of the change. In some cases where we post a notice, we will also email users, who have opted to receive communications from us, notifying them of the changes in our privacy practices.

Contact information

If users have any questions or suggestions regarding our privacy policy, please contact the relevant Data Protection Officer:

Volunteer Now - investinginvolunteers@volunteernow.co.uk / 028 9023 2020

Volunteer Scotland - hello@volunteerscotland.org.uk / 01786 479 593

How to complain

Please contact the relevant Data Protection Officer in the first instance if you are unhappy about how we have used your personal information. You have the right to complain to the Information Commissioners Office. Postal addresses and contact details for ICO Offices can be found here.

The ICO website address is https://ico.org.uk/