

# **Data Protection**

Your privacy is important to us. This policy aims to fulfil the requirement for fair and lawful processing of personal information in the records which the Network creates and receives in the course of our activities. Please read the below to see how the Network works to protect you.

### **Data protection principles**

The DPA sets out eight principles which underpin the handling of personal information. In order to achieve compliance with the DPA, the Network must ensure that personal information is:

- Processed fairly and lawfully and is not processed unless certain conditions are met
- Obtained for specified and lawful purposes and not further processed in a manner incompatible with that purpose
- Adequate, relevant and not excessive
- Accurate and where necessary up to date
- Kept for no longer than necessary
- Processed in accordance with the data subjects' rights
- Protected by appropriate technical and organisational security measures
- Not transferred overseas without adequate protection

The DPA categorises certain types of personal information as sensitive personal information, such as information concerning racial or ethnic origin, religious beliefs, physical or mental health, sexual orientation and criminal records. The majority of the



personal information held by the Network is not sensitive and is made up of information provided by members, enquirers, service users and stakeholders.

#### How do we collect information?

AWNW collects personal information about potential supporters, clients, volunteers, or members from the individuals themselves. When you enter information on this web site, respond to newsletters ir emails, or register as a client or volunteer personal information is captured and recorded. AWNW also uses commercial lists to contact people who we believe may be interested in our work.

### What information do we collect?

Where provided we store your contact information such as name and address, telephone numbers, and email addresses. We also record any donation and purchase histories, details of communications we have received from you, along with a record of communications we have sent to you. Occasionally we may ask our supporters and clients for additional voluntary information such as birthdates, interest in selected products and services, pet ownership, and other information which improves the efficiency of our marketing communications.

## **Cookies and Web Privacy**

We at AWNW guarantee our commitment to respecting and protecting your online privacy.

This includes your need and your right to know what we do with the personal information you share with us. It also guides our company's policies regarding



the management of this data, including how the information is collected, processed, and for what purposes.

"AWNW": refers to the web pages. By accessing this website you are consenting to the way information is collected and used, as described within this Privacy Policy. In return, the Network gives the commitment that we will use the personal data you provide only in ways that are compatible with the following Privacy Policy.

#### The collection of information

Every time you log onto our website your IP (Internet Protocol) address registers on our servers. Your IP address reveals no information other than the number assigned to you. We do not use this technology to get any personal data against your knowledge or free will (i.e., automatically recording e-mail addresses of visitors). Nor do we use it for any purpose other than to help us monitor traffic on our website, or (in case of criminal activity or misuse of our information) to cooperate with law enforcement.

#### Cookies

We use a number of different cookies on our site. If you do not know what cookies are, or how to control or delete them, then we recommend you visit http://www.aboutcookies.org for detailed guidance.

The list below describe the cookies we use on this site and what we use them for. Currently we operate an 'implied consent' policy which means that we assume you are happy with this usage. If you are not happy, then you should either not use this site, or you should delete the cookies having visited the site, or you should browse the site using your browser's anonymous usage setting (called "Incognito" in Chrome, "InPrivate" for Internet Explorer, "Private Browsing" in Firefox and Safari etc.)

### **First Party Cookies**



These are cookies that are set by this website directly.

Google Analytics: We use Google Analytics to collect information about visitor behaviour on our website. Google Analytics stores information about what pages you visit, how long you are on the site, how you got here and what you click on. This Analytics data is collected via a JavaScript tag in the pages of our site and is not tied to personally identifiable information. We therefore do not collect or store your personal information (e.g. your name or address) so this information cannot be used to identify who you are.

Find out more about Google's position on privacy as regards its analytics service.

#### **Emails**

Some emails that we send you have no tracking in at all e.g. service emails with invoices attached. Other emails we send we can track, at an individual level, whether the user has opened and clicked on the email. We do not use this information at a personal level, rather we use it to understand open and click rates on our emails to try and improve them. If you want to be sure that none of your email activity is tracked then you should opt out of our emails which you can do via the unsubscribe link at the bottom of every email we send.

# **Photography**

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