#### PRIVACY STATEMENT FOR WEBSITE

#### **Privacy Statement**

Christian Embassy is committed to protecting your privacy. We want you to know that the information you share with us will be treated with care.

The data controller for Christian Embassy is Agape Ministries Ltd (from here on referred to as 'Agapé'). If you have any questions about this policy or don't agree with it, please contact Agapé at info@agape.org.uk.

Please click on the section headings to display more information.

## Collection of your personal information by an individual Christian Embassy staff member.

As you interact with Christian Embassy staff, there will be occasions where Agapé will collect and store basic personal information. This is only done when you choose to give these details to the staff member. These details may be shared within Christian Embassy or Agapé only for the purpose you gave the information.

When you partner with Christian Embassy, either in prayer or financially, through an individual staff member, that staff member will keep a copy of your name, address, and donation information on their own electronic device, as well as the details being stored securely on Agapé central systems. This will help the staff member send you newsletters and to keep you updated with what's happening. Some staff members also choose to store your date of birth on their own electronic device to wish you a happy birthday when the time comes. The staff member may also have your information with them when they travel outside of the European Economic Region.

If you are supporting a Christian Embassy staff member who lives outside of the European Economic Region you need to be aware that a copy of your personal details will be with them for the purpose of keeping you updated. If you have a problem with this then please let us know ASAP.

Christian Embassy have a Data Protection Policy in place which helps the staff member be aware of protecting your information. You are welcome to ask that staff member how exactly they are storing your information.

# Collection of your personal information from this website (www.CE-London.org.uk).

As Data Controller for Christian Embassy and Manager of the Christian Embassy Web Site, Agapé collects personally identifiable information, such as your e-mail address, name, home or work address or telephone number. This is only collected when you specifically enter these details on the Web site account or via email to us. Agapé also collects anonymous demographic information, which is not unique to you, such as your age, gender, preferences, interests and favourites.

There is also information about your computer hardware and software that is automatically collected by Agapé. This information can include: your IP address, browser type, domain names, access times and referring Web site addresses. This information is used by Agapé for the operation of the service, to maintain quality of the service, and to provide general statistics regarding use of the Christian Embassy Web Site.

Christian Embassy is not responsible for the privacy statements or other content on Web sites outside of the Christian Embassy Web Site.

## Use of your personal information.

#### We do not store credit card details nor do we share customer details with any 3rd parties.

Christian Embassy collects and uses your personal information to operate the Christian Embassy Web Site and deliver the services you have requested. Christian Embassy also uses your personally identifiable information to inform you of other products or services available from Christian Embassy and its affiliates. Agapé may also contact you via surveys to conduct research about your opinion of current services or of potential new services that may be offered.

Christian Embassy does not sell, rent or lease its customer lists to third parties. Christian Embassy may, from time to time, contact you on behalf of external partners about a particular offering that may be of interest to you. In those cases, your unique personally identifiable information (e-mail, name, address, telephone number) is not transferred to the third party. In addition, Agapé may share data with trusted partners to help us perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. All such third parties are prohibited from using your personal information except to provide these services to Christian Embassy, and they are required to maintain the confidentiality of your information.

Christian Embassy does not use or disclose sensitive personal information, such as race, religion, or political affiliations, without your explicit consent.

Christian Embassy keeps track of the Web sites and pages our customers visit within Christian Embassy, in order to determine what Christian Embassy services are the most popular. This data is used to deliver customized content and advertising within Christian Embassy to customers whose behavior indicates that they are interested in a particular subject area.

Christian Embassy Web Site will disclose your personal information, without notice, only if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on Agapé or the Christian Embassy site; (b) protect and defend the rights or property of Agapé; and, (c) act under exigent circumstances to protect the personal safety of users of Agapé, or the public.

### Use of cookies.

The Christian Embassy Web Site uses some "cookies" to make using it simpler. A cookie is a text file that is placed on your hard disk by a Web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you, and can only be read by a web server in the domain that issued the cookie to you.

None of the cookies that the Christian Embassy web site use collect sensitive personal information. Most of them are used to keep the site looking and running consistently for people who use the site.

All of the cookies used on the Christian Embassy Web Site are short lived and do not remain on your hard drive indefinitely.

All of this accords to The Privacy and Electronic Communications (EC Directive) (Amendment) Regulations 2011 as set out in the Information Commissioner's "Guidance on the rules on use of cookies and Similar technologies". (Download the pdf here)

#### Security of your personal information.

Christian Embassy insures that our data controller, Agapé, secure your personal information from unauthorized access, use or disclosure.

Our Data Controller Agapé secure the personally identifiable information you provide on computer servers in a controlled, secure environment, protected from unauthorized access, use or disclosure. When personal information (such as a credit card number) is transmitted to other Web sites, it is protected through the use of encryption, such as the Secure Socket Layer (SSL) protocol.

Individual Christian Embassy staff may from time to time store your personal details on their own personal electronic device. Christian Embassy adheres to Agapé's Data Protection Policy which educates the staff member of their responsibility to secure that information. An individual staff member will only ever have access to a subset of data for the purpose of their role and responsibilities.

## To request a copy of your personal information.

Please get in touch to ask for a copy of your information and have any mistakes corrected. It's your right under the UK Data Protection Act. We do not charge for these requests.

Please address requests to the Data Protection Officer, Agape Ministries Ltd, 167 Newhall Street, Birmingham, B3 1SW. (Email: <u>info@agape.org.uk</u>)

#### Changes to this statement.

Christian Embassy will occasionally update this Statement of Privacy to reflect company and customer feedback. Christian Embassy encourages you to periodically review this Statement to be informed of how Christian Embassy and Agapé are protecting your information.

This statement was last updated in February 2017.

#### **Contact information**

Christian Embassy welcomes your comments regarding this Statement of Privacy. If you believe that Christian Embassy have not adhered to this Statement, please contact our data controller, Agapé, at <u>info@agape.org.uk</u>. They will use commercially reasonable efforts to promptly determine and remedy the problem.