

## **Privacy policy**

Your privacy and security are extremely important to the International Church of Grenoble (ICG). To help you fully understand our Privacy Policy and how we handle personal data, you may review our entire Privacy Notice below.

### **How and Why We Collect Your Information**

We only collect information that you provide by completing an online form, an online form to contact us, a paper form for information or newsletters, or to sign up to be a member. The information provided to us is used to send you information about our activities as well as understanding who are our members. You will have the choice to be added to our Newsletter database in order to receive our monthly newsletter via email. You may unsubscribe from this email newsletter any time. You'll find an unsubscribe link at the bottom of every email. Look for the word "Unsubscribe". Your data is never sold to a third party; however, it may be shared with a third party. You can get more information about the third parties we use in the full Privacy Notice below.

### **Privacy Notice & Use of Cookies**

The ICG is committed to keeping your privacy and personal information safe and have carefully explained how we do so. Please review this Policy Notice for information about our privacy policies and cookie policies. This document governs the privacy notice of our website [www.icgrenoble.org](http://www.icgrenoble.org). Our privacy notice tells you what personal data (PD) and non-personal data (NPD) we may collect from you, how we collect it, how we protect it, how we may share it, how you can access and change it. Our privacy notice also explains certain legal rights that you have with respect to your personal data. Any capitalized terms not defined herein will have the same meaning as where they are defined elsewhere on our website.

### **YOUR RIGHTS**

When using our website and submitting personal data to us, you may have certain rights under the General Data Protection Regulation (GDPR) and other laws. Depending on the legal basis for processing your personal data, you may have some or all of the following rights:

#### **The right to be informed**

You have the right to be informed about the personal data we collect from you, and how we process it.

#### **The right of access**

You have the right to get confirmation that your personal data is being processed and have the ability to access your personal data.

#### **The right to rectification**

You have the right to have your personal data corrected if it is inaccurate or incomplete.

### **The right to erasure (right to be forgotten)**

You have the right to request the removal or deletion of your personal data if there is no compelling reason for us to continue processing it.

### **The right to restrict processing**

You have a right to 'block' or restrict the processing of your personal data. When your personal data is restricted, we are permitted to store your data, but not to process it further.

### **The right to data portability**

You have the right to request and get your personal data that you provided to us and use it for your own purposes. We will provide your data to you within 30 days of your request. To request your personal data, please contact us by using our contact form on our website.

### **The right to object**

You have the right to object to us processing your personal data for the following reasons:

- Processing was based on legitimate interests or the performance of a task in the public interest/exercise of official authority (including profiling);
- Direct marketing (including profiling); and
- Processing for purposes of scientific/historical research and statistics
- Rights in relation to automated decision-making and profiling.

### **Automated individual decision-making and profiling**

You will have the right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning you or similarly significantly affects you.

### **Filing a complaint with authorities**

You have the right to file a complaint with supervisory authorities if your information has not been processed in compliance with the General Data Protection Regulation. If the supervisory authorities fail to address your complaint properly, you may have the right to a judicial remedy. For details about your rights under the law, visit [GDPR guide](#)

## **DEFINITIONS**

'Non-personal data' (NPD) is information that is in no way personally identifiable. 'Personal data' (PD) means any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person. PD is in many ways the same as Personally Identifiable Information (PII). However, PD is broader in scope and covers more data. A "visitor" is someone who merely browses our website. A "member" is someone who has registered with us to take part in event and activities organized by the association. The term "user" is a collective identifier that refers to either a visitor or a member.

## **INFORMATION WE COLLECT**

Generally, you control the amount and type of information that you provide to us when using our website.

### **Our Legal Basis for Collecting and Processing Personal Data**

Our legal basis for collecting and processing your PD when you become a member is based on the necessity for the performance of a contract or to take steps to enter into a contract. Our legal basis for collecting and processing your PD when you sign up for our newsletter and information about our products and services through our website opt-in forms is based on consent.

### **What Happens If You Don't Give Us Your PD**

If you do not provide us with enough PD, we may not be able to provide you with all our activities and services. However, you can access and use some parts of our website without giving us your PD.

## **WE COLLECT YOUR PD IN THE FOLLOWING WAYS:**

### **At User and Member Registration**

When you register as a member, we collect your name, email address, and other information listed.

### **When becoming a member**

If you choose to become a member, we collect your first and last name, email address, birthday (optional), phone number, and other information listed.

### **Website Contact Forms**

Our website contains contact forms that enable visitors to communicate with us offline by email. In some cases, visitors can communicate with us without becoming a member. When you use our contact forms, we may collect some or all the following information: your email address, first name, last name, IP address, and any other information you willingly choose to provide to us. You should limit the information you provide to us that is only necessary to answer your questions.

## **OUR USE OF COOKIES & COOKIE POLICIES**

### **Performance Cookies**

These cookies collect information about the use of the website, such as pages visited, traffic sources, users' interests, content management, and other website measurements.

### **Media Cookies**

These cookies can be used to improve a website's performance and provide special features and content. They can be placed by third parties who provide services to us or by our association.

### **Google Ad and Content Network Privacy Notice**

Third-party vendors, including Google, use cookies to serve ads based on a user's past visits to our website. Google's use of the DoubleClick cookie enables it and its partners to serve ads to our users based on their visits to our site and/or other sites on the Internet. Users may opt out of the use of the

DoubleClick cookie for interest-based advertising by visiting <http://www.aboutads.info/choices/> For European users visit <http://www.youronlinechoices.eu>

### **Google Analytics Privacy Notice**

Our website uses Google Analytics to collect information about the use of our website. Google Analytics collects information from users such as age, gender, interests, demographics, how often they visit our website, what pages they visit, and what other websites they have used before coming to our website. We use the information we get from Google Analytics to analyze traffic, remarket our products and services to users, improve our marketing, advertising, and to improve our website. We have enabled Google Analytics advertising features such as remarketing with Google Analytics, Google Display Network Impression Reporting, and Google Analytics Demographics and Interest Reporting. Google Analytics collects only the IP address assigned to you on the date you visit our website, not your name or other identifying information. We do not combine the information collected using Google Analytics with PD. Although Google Analytics plants a permanent cookie on your web browser to identify you as a unique user the next time you visit our website, the cookie cannot be used by anyone but Google. Google also uses specific identifiers to help collect information about the use of our website. For more information on how Google collects and processes your data, visit <https://www.google.com/policies/privacy/partners/> You can prevent Google Analytics from using your information by opting out at this link: <https://tools.google.com/dlpage/gaoptout>

### **Facebook Remarketing**

Third parties, including Facebook, may use cookies, web beacons, and other storage technologies to collect or receive information from our website and elsewhere on the internet, and use that information to provide measurement services and target ads. With Facebook remarketing you may see our ads on Facebook after you have visited our website. For this to happen, Facebook uses a Custom Audience Pixel that is activated when a visitor lands on a webpage and a unique “cookie” is placed in their browser. Facebook lookalike audience targeting allows us to show ads on Facebook to people who are similar to those who have already visited our website. To opt out of Facebook’s collection and use of information for ad targeting visit <https://www.facebook.com/>

### **HOW YOUR INFORMATION IS USED**

We use the information we receive from you to:

- Provide membership and answer questions
- Contact you with updates to our website and services
- Resolve problems and disputes
- Invite to activities and events
- Newsletters

### **Communications and Emails**

When we communicate, we will use the email address you provided when you registered as a member. We may also send you emails about administrative. You can change your contact preferences at any time by emailing us directly or by clicking on contact us on our website. Sharing Information. We do not sell or rent your PD to third parties for marketing purposes. We use 3rd party services that are listed below. They all comply with GDPR. These third-party service providers may include but are not limited to:

- Weebly webhosting service
- email service providers (Mailchimp)
- Facebook
- Instagram

### **Legally Required Releases of Information**

We may be legally required to disclose your PD if such disclosure is (a) required by subpoena, law, or other legal process; (b) necessary to assist law enforcement officials or government enforcement agencies; (c) necessary to investigate violations of or otherwise enforce our Legal Terms; (d) necessary to protect us from legal action or claims from third parties, including you and/or other users or members; or (e) necessary to protect the legal rights, personal/real property, or personal safety of our company, users, employees, and affiliates.

### **Community Discussion Boards**

Our facebook page may offer the ability for users to communicate with each other through online community discussion boards or other mechanisms. If you choose to post on these discussion boards, you should use care when exposing any PD, as such information is not protected by our privacy notice nor are we liable if you choose to disclose your PD through such postings. Also, PD you post on our website, facebook or Instagram pages for publication may be available worldwide by means of the Internet. We cannot prevent the use or misuse of such information by others.

### **RETAINING AND DESTROYING YOUR PD**

We retain information that we collect from you (including your PD) for three years. Then the information will be anonymized so we only keep the information that is pertinent for our statistics. When your information is no longer needed, we will destroy, delete, or erase it.

### **UPDATING YOUR PD**

You can update your PD using services found on our website. If no such services exist, you can contact us at [icgrenoble@gmail.com](mailto:icgrenoble@gmail.com) and we will help you. However, we may keep your PD as needed to enforce our agreements and to comply with any legal obligations.

### **REVOKING YOUR CONSENT FOR USING YOUR PD**

You have the right to revoke your consent for us to use your PD at any time. Such an optout will not affect disclosures otherwise permitted by law including but not limited to: (i) disclosures to affiliates and business partners, (ii) disclosures to third-party service providers that provide certain services for our

business, such as credit card processing, computer system services, shipping, data management services, (iii) disclosures to third parties as necessary to fulfill your

requests, (iv) disclosures to governmental agencies or law enforcement departments, or as otherwise required to be made under applicable law, (v) previously completed disclosures to third parties, or (vi) disclosures to third parties in connection with subsequent contests or promotions you may choose to enter, or third-party offers you may choose to accept. If you want to revoke your consent for us to use your PD, send us an email with your request to [icgrenoble@gmail.com](mailto:icgrenoble@gmail.com)

### **PROTECTING THE PRIVACY RIGHTS OF THIRD PARTIES**

If any postings you make on our website contain information about third parties, you must make sure you have permission to include that information in your posting. While we are not legally liable for the actions of our users, we will remove any postings about which we are notified, if such postings violate the privacy rights of others.

### **DO NOT TRACK SETTINGS**

Some web browsers have settings that enable you to request that our website not track your movement within our website. Our website does not obey such settings when transmitted to and detected by our website. You can turn off tracking features and other security settings in your browser by referring to your browser's user manual.

### **LINKS TO OTHER WEBSITES**

Our website contains links to other websites. These websites are not under our control and are not subject to our privacy notice. These websites will likely have their own privacy notices. We have no responsibility for these websites and we provide links to these websites solely for your convenience. You acknowledge that your use of and access to these websites are solely at your risk. It is your responsibility to check the privacy notices of these websites to see how they treat your PD.

### **PROTECTING CHILDREN'S PRIVACY**

Among other information, we ask for number of children and their ages because our community organizes family events where only one member of the family has to register, the number of children and their ages are of aspect of event though our website is not designed for use by anyone under the age of 16, we realize that a child under the age of 16 may attempt to access our website. We do not knowingly collect PD from children under the age of 16. If you are a parent or guardian and believe that your child is using our website, please contact us. Before we remove any information, we may ask for proof of identification to prevent malicious removal of account information. If we discover that a child is accessing our website, we will delete his/her information within a reasonable period of time. You acknowledge that we do not verify the age of our users nor do we have any liability to do so.

### **OUR EMAIL POLICY**

You can always opt out of receiving further email correspondence from us or any affiliates. We will not sell, rent, or trade your email address to any unaffiliated third party without your permission.

### **OUR SECURITY POLICY**

We have built our website using industry-standard security measures and authentication tools to protect the security of your PD. We use safe protocols for communication and transferring data (such as HTTPS). We and the third parties who provide services for us, also maintain technical and physical safeguards to protect your PD. Even though we try our best, we cannot guarantee the security of information. However, we promise to notify suitable authorities of data breaches. We will also notify you if there is a threat to your rights or interests.

#### **TRANSFERRING PD FROM THE EUROPEAN UNION**

(PD) that we collect from you may be stored, processed, and transferred between any of the countries in which we operate, specifically. The European Union has not found the United States and some other countries to have an adequate level of protection of PD under Article 45 of the GDPR. For European Union customers and users, with your consent, your PD may be transferred outside the European Union to the United States and or other countries. We will use your PD to provide the goods, services, and/or information you request from us to perform a contract with you or to satisfy a legitimate interest of our association in a manner that does not outweigh your freedoms and rights. Wherever we transfer, process or store your PD, we will take reasonable steps to protect it. We will use the information we collect from you in accordance with our privacy notice. By using our website, and becoming a member, you agree to the transfers of your PD described within this section.

#### **CHANGES TO OUR PRIVACY NOTICE**

We reserve the right to change this privacy notice at any time. If our association decides to change this privacy notice, we will post those changes on our website so that our users and members are always aware of what information we collect, use, and disclose. If at any time we decide to disclose or use your PD in a method different from that specified at the time it was collected, we will provide advance notice by email (sent to the email address on file in your account). Otherwise, we will use and disclose our users' and customers' PD in agreement with the privacy notice in effect when the information was collected. In all cases, your continued use of our website, services, and products after any change to this privacy notice will constitute your acceptance of such change.

#### **QUESTIONS ABOUT OUR PRIVACY POLICY**

If you have any questions about our privacy notice, please contact us at contact at [icgrenoble@gmail.com](mailto:icgrenoble@gmail.com) and include "Privacy Policy" in your subject line. Effective Date: 11 October 2019