



អង្គការអ្នកកសាងសមត្ថភាព LOCAL CAPACITY BUILDER

Local Capacity Builder's Fund Privacy Policy Statement

Local Capacity Builder: SAFEGUARDING YOUR PRIVACY

As with many organizations, modern information and communication technologies play a fundamental role in the activities of Local Capacity Builder (LOCAB). We are based in Phnom Penh, Cambodia. Our project site whole Cambodia base on the need of villagers and funders proposed to supports whose communities.

We use our websites to tell you about what we do and to give those interested a chance to contribute to or to become involved with LOCAB and its work. Your use of this website constitutes acceptance of the provisions of this Privacy Policy.

PERSONAL INFORMATION

You don't have to tell us anything about yourself when you visit our websites. You can access our home pages and browse our sites without disclosing any personal data. We do not automatically log personal data nor do we link information automatically logged by other means with personal data about specific individuals. LOCAB accept online donations for the purposes of serving poor families in Cambodia.

When you make a donation online or via mail, we collect donor information (name, address, gift amount, phone or email address, date of transaction) that allows us to process and record your gift. We utilize secure technology to request credit card approval and to keep your personal information secure when making a donation online. Donation size not more than \$1,000 maximum each time and after donation donor can not ask to refund. Many websites use cookies to facilitate viewing. LOCAB does not use cookies to store information about specific individuals. You have the ability to accept or decline cookies by changing settings on your computer. You can see and use our sites even if you disable the cookie function on your browser.

However, if you disable cookies, some advanced and customized features of our site may not be available to you. We do analyze our website logs and user statistics to improve the value of our site. Our logs and user statistics are not personally identifiable and we make no attempt to link these logs and statistics with individuals who view our sites. These logs are reviewed for aggregate trends, not for the behaviors of individual users. Only authorized staff has access to our website logs and user statistics.

OUR WEB SITE'S SERVICES AND LINKS

The only information on our website is LOCAB information. It is for contact between visitors and LOCAB - it does not enable our visitors to communicate with other visitors or to post information for others to access. Our site includes links to other sites. If you choose to visit another site, we cannot assume responsibility for its content or information handling practices. We encourage you to review each site's privacy policy.

DATA COLLECTION & PURPOSE SPECIFICATION

We do not look for or collect information about our visitors from other sources such as public records or private organizations. We do not compile, buy, sell, rent, share or trade consumer mailing lists. The only personal data we collect is that which you freely give us when you use some of the functions on LOCAB websites, particularly as relates to a donation or sponsorship. LOCAB does not knowingly collect personal data from anyone under the age of 18. We will never share, sell, trade or provide your personal information to non- LOCAB organizations unless required to do so by law. When we ask you for personal information we will give you a secure transmission method to send us:

- Your primary personal data, such as your name and contact details
- Other personal and profiling data, such as your family details, how you heard about us, your personal comments, etc.
- Personal identifiers, such as your credit card details

LOCAB has implemented its own security policies, rules and technical measures to protect the personal data that we have under our control from:

- Unauthorized access
- Improper use or disclosure
- Unauthorized modification
- Unlawful destruction or accidental loss

Any LOCAB employees or data processors that have access to and/or are associated with the processing of personal data are contractually obliged to respect the confidentiality of our visitors' personal data.

We also ensure that your personal data will not be disclosed to national or local authorities, agencies or institutions except where required by law or other legally enforceable regulation. If, for any reason, our privacy policy changes, we will post and explain our intention on our website and give you a clear opportunity to opt out of this new policy. We may also contact you directly by email to inform you of our intention and seek your agreement directly. If you don't agree to this new use, we will not use your information. You can ask us if we hold any personal information about you, what it is and how we use it by:

- Sending an email to: datasecurity@locab.org
- Calling this telephone number: +85515709710

Once we receive your request we will make every effort to respond promptly, usually within a week or less. If we hold any relevant information about you, we will provide you with a copy of that information. We will not charge you for providing you with the information. We will request proof of identity before releasing any information.