



NETWORK FOR A FREE SOCIETY PRIVACY POLICY 2018

At Network for a Free Society (NFS) we are committed to ensuring that your privacy is protected. This Privacy Notice explains how we use your personal information and your rights under data protection laws.

We are committed to complying with data protection laws, including:

- The General Data Protection Regulation (EU) 2016/679 (GDPR) and any related legislation which applies in the UK, including any legislation derived from the Data Protection Act 2018.
- The Privacy and Electronic Communications Regulations (2003) and any successor or related legislation, including the E-Privacy Regulation 2017/0003.
- All other applicable laws and regulations relating to the processing of personal information and privacy, including statutory instruments and, where applicable, the guidance and codes of practice issued by the Information Commissioner's Office or any other supervisory authority.

What we do

The NFS mission is to make the concept of a free society accessible in countries and languages where it is currently not available so that people can understand the barriers that exist to opportunity, enterprise and prosperity in their countries and work to remove them.

Reasons we can collect and use your personal information

We rely on "legitimate interests" as the lawful basis on which we collect and use your personal information.

Our "legitimate interests" means the interests of our organisation in conducting and managing our activities. We have an interest in making sure you know about our work, so we may process your information to keep you updated, and in particular to offer opportunities to engage with our activities.

When we process your personal information for our legitimate interests, we make sure to consider and balance any potential impact on you (both positive and negative) and your rights under data protection laws. Our legitimate interests do not automatically override your interests – we will not use your personal information for activities where our interests are overridden by the impact on you (unless we have your consent or are otherwise required or permitted to by law).

We will ensure that your personal information is processed fairly, lawfully and transparently, and we will only process personal information that is adequate, relevant and limited to what is necessary for our relationship.

How we collect your personal information, what we collect and how we use it

We will only process your personal information for the purposes set out below. Should we need to process your personal information for a new purpose, we will inform you beforehand. When you provide any information to us, you can be assured that it will only be used in accordance with this Privacy Notice.

You may opt out from receiving our information at any time.

Supporters

As is most often the case, we obtain your personal information directly from you during communications we may have with you. Or when you sign up to become a friend of NFS, either by phone, email, in person, via social media, via our website or when you sign up for our email newsletters. When you do so, we will ask you for your basic information in order to begin our relationship with you and keep you up-to-date on our activities. We may also obtain your personal information when you use the contact form on our website or email us directly.

We may hold the following types of personal information, depending on our relationship with you:

- Name
- Address
- Telephone number
- Email address
- Social media usernames

We may use your personal information for email, telephone and postal direct marketing purposes, including:

- Regular email bulletins
- Press releases or research
- Appeals for funding

Website users

We do not collect any information on you from our website unless you specifically give it to us in signing up on the contact form.

Others

We may collect the personal information you give us when you correspond with us by phone, email or otherwise.

Who we share your personal information with

We will never sell, rent or otherwise distribute or make public any of your personal information, unless legally required to do so.

How we secure your personal information and how we handle data breaches

We take the security of all personal information seriously and limit access to personal information to those who have a genuine business need to know it. Individuals processing personal information will do so in an authorised manner and are subject to a duty of confidentiality.

We will report any suspected data breach to the applicable authorities and to individuals where we are legally required to do so.

How long we retain your personal information

We retain your personal information for as long as we maintain a relationship with you. If we do business with you, we may also retain and use some personal information as necessary to comply with our legal obligations, resolve disputes and enforce our agreements.

What are your rights?

Under data protection laws, you have a number of important rights which you can exercise free of charge. In summary, these rights are:

- *The right to rectification:* If your personal information is incorrect or incomplete, you have the right to have it corrected.
- *The right to be forgotten:* In certain circumstances, you may request the removal of your personal information.
- *The right to restrict processing:* In certain circumstances, you can block the processing of your personal information.
- *The right to data portability:* In certain circumstances, you can receive the personal information which you have provided to us in a structured, commonly used and machine-readable format and have the right to transmit that information to a third party, or for your own use anywhere you prefer.
- *The right to object:* You can object to the use of your personal information for direct marketing or in certain other situations.

For further information on each of those rights, including the circumstances in which they apply, see the **Guidance from the UK Information Commissioner's Office (ICO) on individuals' rights under the General Data Protection Regulation.**

How to exercise your rights

If you would like to exercise these rights, details of how to do so are set out below.

Subject access requests

You can request a copy of any personal information that we hold about you, as well as the description of the type of information that we are processing, the uses that are being made of the information, details of anyone to whom their personal information has been disclosed, and how long the personal information will be stored. This is known as a “subject access request”. This information must be provided within one month of request at no charge to you.

Please email us at info@networkforafreesociety or call us on +44(0)1892 770304 to make a request.

Updating your details

We have an obligation to store accurate information about you, so should your personal information change at any point.

Please email us at info@networkforafreesociety or call us on +44(0)1892 770304 to make a request.

Opting out

If you just want to stop receiving emails from us, you can unsubscribe using the unsubscribe links contained in any email that we send you, or by emailing: info@networkforafreesociety or call us on +44(0)1892 770304 to make a request.

When requesting removal via email, please contact us using the email account that is subscribed to the mailing list. If you are under 16 years of age you *must* obtain parental consent before signing up to our emails.

If you would like to stop receiving post from us, please email: info@networkforafreesociety or call us on +44(0)1892 770304 to make a request.

You can always request that we remove you from our database.

How to complain

We hope that we can resolve any query or concern you raise about our use of your information.

You also have the right to complain to the UK Information Commissioner, who may be contacted at <https://ico.org.uk/concerns/> or by telephone on: 0303 123 1113. If you live or work elsewhere in the EU or EEA, you can also complain to your local supervisory authority.

Changes to this Privacy Notice

This policy is reviewed annually by our directors to ensure we are meeting our legal obligations. It therefore may change from time to time in line with legislation or industry developments. We recommend that you check this page occasionally for any policy changes or updates.

How to contact us

Please contact us if you have any questions about this Privacy Notice or the information we hold about you.

Email to info@networkforafreesociety or call us on +44(0)1892 770304

Registered address and operating office:

Bassetts Manor, Hartfield, Sussex, TN7 4LA

Telephone: 01892 770304

Email: linda@freesocieties.org