

Privacy Notice for *The National Spiritual Assembly of the Bahá'ís of the United Kingdom*

Welcome to the Privacy notice page of *The National Spiritual Assembly of the Bahá'ís of the United Kingdom*, to be referred to as *National Spiritual Assembly*.

We are a faith based charity organization and as such use any data collected within the legitimate activities and services we provide to you.

This privacy notice sets out in compliance with General Data Protection Regulation GDPR how *The National Spiritual Assembly* uses and protects any information that you give *The National Spiritual Assembly* when you use this website.

The National Spiritual Assembly is committed to ensuring that your privacy is protected and any data collected is secured. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy notice.

The National Spiritual Assembly may change this notice from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 14/12/2021.

General Data Protection Regulation (GDPR)

We are a Data Processor of your information on behalf of the National Spiritual Assembly of the Bahá'ís in UK, which is the Data Controller determining the type and purpose of the data being collected and processed. If you would like to learn more, please visit <https://resources.bahai.org.uk/privacy-notice>.

The National Spiritual Assembly's lawful basis for collecting and using the personal information described in this Privacy notice depends on the Personal Information we collect and the specific context in which we collect the information:

Where you have given *National Spiritual Assembly* your consent you are able to withdraw it at any time, please see Article 6.1.a of the GDPR

Processing your personal information is in the legitimate interest and activities of *National Spiritual Assembly* as a faith organisation, please see Article 9.2.d of the GDPR

The *National Spiritual Assembly* needs to comply with the law, please see Article 6.1.c of the GDPR

What we collect

We may collect the following information:

name and title

contact information including email address and/or phone number

demographic information such as postcode, communication preferences and interests

other information relevant to the Bahá'í community

What we do with the information we collect

We require this information to provide you with a better service and in particular for the following purposes, on the understanding that if you are a member of the Bahá'í community your data will be used differently than if you are a non-member. For Non-members your contact details will be used to keep in regular contact with the local community. For members your contact details will be used for the legitimate activities of the Faith, which will include:

To keep internal records

To use the information to improve our online services

To send periodically NEWS letters and emails about community activities, events, special gatherings and other information of *National Spiritual Assembly*, which we think you may find interesting using the email address, which you have provided.

To use from time to time your information to invite you to Bahá'í events by email or phone.

We do not use the data we collect for commercial purposes; we do not sell or pass the data on to third parties for any reason.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

The *National Spiritual Assembly* will retain your personal information only for as long as is necessary for the purposes set out in this Privacy Notice. We will retain and use your information to the extent necessary to comply with our legitimate interests and activities, legal obligations, and comply with our policies and the law.

If you are a resident of the European Economic Area (EEA), you have certain data protection rights. These rights are listed below in compliance with the GDPR. We will respond to any request by you in fulfilling these rights, please contact us at GDPR@bahai.org.uk.

In certain circumstances, you have the following data protection rights:

The right to access, update or to delete the information we have on you.

The right of rectification.

The right to object.

The right of restriction.

The right to data portability.

The right to withdraw consent.

Log Files

The National Spiritual Assembly follows a standard procedure of using log files. These files log visitors when they visit websites. All hosting companies do this and a part of hosting services' analytics. The information collected by log files include internet protocol (IP) addresses, browser type, Internet Service Provider (ISP), date and time stamp, referring/exit pages, and possibly the number of clicks. These are not linked to any information that is personally identifiable. The purpose of the information is for analysing trends, administering the site, tracking users' movement on the website, and gathering demographic information.

Cookies and Web Beacons

Like any other website, *The National Spiritual Assembly* uses 'cookies'. These cookies are used to store information including visitors' preferences, and the pages on the website that the visitor accessed or visited. The information is used to optimize the users' experience by customizing our web page content based on visitors' browser type and/or other information.

You can choose to disable cookies through your individual browser options. To know more about cookie management with specific web browsers, please check your browsers' respective notices.

Links to other websites

Our website may contain links to other Bahá'í or Bahá'í associated websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information, which you provide whilst visiting such sites and this privacy statement does not govern such sites. You should look at the privacy statement applicable to the website in question.

Privacy Policies

Third-party ad servers or ad networks uses technologies like cookies, JavaScript, or Web Beacons that are used in their respective advertisements and links that may appear on *The National Spiritual Assembly*, which are sent directly to users' browser. They automatically receive your IP address when this occurs.

These technologies are used to measure the effectiveness of their advertising campaigns and/or to personalize the advertising content that you see on websites that you visit. Note that *The National Spiritual Assembly* has no access to, or control over these cookies that are used by third-party advertisers.

Children's Information

Another part of our priority is adding protection for children while using the internet. We encourage parents and guardians to observe, participate in, and/or monitor and guide their online activity.

The National Spiritual Assembly does not knowingly collect any Personal Identifiable Information from children under the age of 13. If you think that your child provided this kind of information on our website, we strongly encourage you to contact us immediately and we will do our best efforts to promptly remove such information from our records, or accept your consent for us to retain this information to provide services to you and your children.

Controlling your personal information

As already stated we will not share, sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so.

You may request details of personal information, which we hold about you under the General Data Protection Regulation GDPR. If you would like a copy of the information held on you please write to accessrequest@bahai.org.uk.

If you believe that, any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.

Consent

If we have asked for your consent on this website you are free to remove it at any time, your consent will be for us to use your information for a specific purpose and not for any additional reasons. By using our website, we have to recognise you have read our Privacy notice and agreed to its terms.