

# Privacy Policy

October 2023

**[climate-kicfoundation.org](https://climate-kicfoundation.org)**

Initially supported by:



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# 1. Background

Climate-KIC International Foundation and its affiliates (**Foundation**) is committed to protecting and respecting your privacy.

This policy (together with our other terms and conditions) and any other documents referred to in it set out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it. By visiting our website [climate-kicfoundation.org](http://climate-kicfoundation.org) (our website) and any of our associated platforms or by taking part in any of our programmes or events you are accepting and consenting to the practices described in this policy.

# 2. Information we may collect from you

We may collect and process the following data about you:

## **Information you give us:**

You may give us information about you by filling in forms on our website or filling in forms on paper, by corresponding with us by phone or e-mail, by engaging with us on social media, or otherwise. This includes information you provide when you register to use our website participate in discussion boards or other social media functions on our website or associated platforms, enter a competition, promotion or survey, when you report a problem with our website or associated platforms, or when you contact us for any other reason. The information you give us may include your name, address, e-mail address and phone number, personal description and other requested information.

## **Information we collect about you:**

With regard to each of your visits to our website or any of our associated platforms we may automatically collect the following information:

- technical information, including the Internet protocol (IP) address used to connect your computer to the Internet, your login information, browser type and version, time zone setting, browser plug-in types and versions, operating system, and platform; and

- information about your visit, including the full Uniform Resource Locators (URL) clickstream to, through and from our website or associated platforms (including date and time); products you viewed or searched for; page response times, download errors, length of visits to certain pages, page interaction information (such as scrolling, clicks, and mouse-overs), and methods used to browse away from the page and any phone number used to contact us.

**Information we receive from other sources:**

We may receive information about you if you use climate-kicfoundation.org, any other website we operate. In this case, we will have informed you when we collected that data that it may be shared internally and combined with data collected on our website, our associated platforms or from elsewhere. We are also working closely with third parties (including, for example, third party funders, business partners, sub-contractors in technical, payment and delivery services, advertising networks, analytics providers, search information providers, credit reference agencies) and may receive information about you from them.

## 3. Uses made of the information

We use information you provide to us in the following ways:

Purposes	Personal Data
<p><b>To carry out our obligations arising from any contracts between you and us and to provide you with the information, grants and similar items that you request from us or have enrolled in.</b></p> <p>For instance, when you sign up for one of our events or enrol in one of our educational programmes you may provide us with your passport and/or dietary information so that we can arrange for your transportation and to appropriately cater for you when participating in onsite courses.</p>	<ul style="list-style-type: none"> <li>• Name</li> <li>• E-mail address</li> <li>• Telephone number</li> <li>• Address</li> <li>• Company or university affiliation</li> <li>• Professional and academic background, and other personal information captured on a curriculum vitae</li> <li>• Topical interests in the field of innovation, education, entrepreneurship, climate change, or related fields</li> <li>• Username</li> <li>• Passport</li> <li>• Nationality</li> <li>• Gender</li> <li>• Age</li> <li>• Date of birth</li> <li>• Medical information in certain circumstances that you may provide, incl. disabilities</li> <li>• Dietary requirements or preferences</li> <li>• Photo</li> <li>• Any other personal information you voluntarily provide to us</li> </ul>

Purposes	Personal Data
<p><b>To provide you with information about public benefit work we do that are similar to those that you have already contacted us about.</b></p> <p>Foundation organises many events throughout Europe and further afield and is part of a large dynamic climate change network. From time to time we will share research, important findings, and other opportunities that you may be interested in.</p>	<ul style="list-style-type: none"> <li>• Name</li> <li>• E-mail address</li> <li>• Telephone number</li> <li>• Company or university affiliation</li> <li>• Topical interests in the field of innovation, education, entrepreneurship, climate change, or related fields</li> </ul>
<p><b>To notify you about relevant changes in our work</b></p> <p>We are constantly seeking to improve our data and experimenting with the best way to contribute to our network and serve our community of partners. We will keep you updated about changes to our service.</p>	<ul style="list-style-type: none"> <li>• Name</li> <li>• E-mail address</li> </ul>
<p><b>To report to third party funders.</b></p> <p>Foundation is a non-profit philanthropic granting agency supported by multiple funders. We are required to report on results, which includes information on specific activities funded by such grants and personal data associated with the activities. Whenever possible, we will use anonymized information for reporting purposes. However, it is possible that our funders and/or auditors acting on behalf of our funders will request personal information to monitor or verify our activities.</p>	<ul style="list-style-type: none"> <li>• Name</li> <li>• E-mail address</li> <li>• Age</li> <li>• Gender</li> <li>• Company or university affiliation</li> <li>• Scholastic/academic background</li> <li>• Consumption of services, participation in programmes</li> </ul>
<p><b>To improve our business including anonymisation and analytics, fulfil our administrative purposes, protect our business interests, and comply with our legal obligations.</b></p> <p>All community knowledge exchange and mobilisation uses will be in line with this technical information policy.</p>	<ul style="list-style-type: none"> <li>• IP address</li> <li>• Name</li> <li>• E-mail address</li> <li>• Other technical information</li> </ul>

Information we collect about you. We will use this information:

Purposes	Personal Data
<p><b>To administer our website and associated platforms and for internal operations, including troubleshooting, data analysis, testing, research, statistical and survey purposes.</b></p>	<ul style="list-style-type: none"> <li>• IP address</li> <li>• Name</li> <li>• E-mail address</li> <li>• Other technical information</li> </ul>

Purposes	Personal Data
To improve our website and associated platforms to ensure that content is presented in the most effective manner for you and for your computer.	<ul style="list-style-type: none"> <li>• IP address</li> <li>• Name</li> <li>• E-mail address</li> <li>• Other technical information</li> </ul>
To allow you to participate in interactive features, and enjoy an optimized experience using such tools, when you choose to do so.	<ul style="list-style-type: none"> <li>• IP address</li> <li>• Name</li> <li>• E-mail address</li> <li>• Search data and statistics</li> <li>• Other technical information</li> </ul>
As part of our efforts to keep our website and associated platforms safe and secure.	<ul style="list-style-type: none"> <li>• IP address</li> <li>• Name</li> <li>• E-mail address</li> <li>• Other technical information</li> </ul>
To measure or understand the effectiveness of advertising we serve to you and others, and to deliver relevant advertising to you.	<ul style="list-style-type: none"> <li>• IP address</li> <li>• Name</li> <li>• E-mail address</li> <li>• Search data and statistics</li> <li>• Other technical information</li> </ul>
To make suggestions and recommendations to you and other users of our website and associated platforms about goods or services that may interest you or them.	<ul style="list-style-type: none"> <li>• IP address</li> <li>• Name</li> <li>• E-mail address</li> <li>• Search data and statistics</li> <li>• Other technical information</li> </ul>
To improve our business including anonymisation and analytics, fulfil our administrative purposes, protect our business interests and comply with our legal obligations.	<ul style="list-style-type: none"> <li>• IP address</li> <li>• Name</li> <li>• E-mail address</li> <li>• Other technical information</li> </ul>

Information we receive from other sources. We will use this information in the following ways:

Purposes	Personal Data
We may combine this information with information you give to us and information we collect about you. We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).	<ul style="list-style-type: none"> <li>• IP address</li> <li>• Name</li> <li>• E-mail address</li> <li>• Company or university affiliation</li> <li>• Topical interests in the field of innovation, education, entrepreneurship, climate change, or related fields</li> </ul>
To improve our business including anonymisation and analytics, fulfil our administrative purposes, protect our business interests and comply with our legal obligations.  All community knowledge exchange and mobilisation uses will be in line with this policy.	<ul style="list-style-type: none"> <li>• IP address</li> <li>• Name</li> <li>• E-mail address</li> <li>• Other technical information</li> </ul>

## 4. How long we keep your information for

We are required to keep your information for several years so that our third party funders can audit our operations. Currently this period is 7 years, but this may change in the future. We will not store your data for any longer than is necessary for us to comply with this legal obligation.

## 5. Direct Marketing

If you have already engaged with Foundation, such as participated in programmes or have received newsletters, we will only contact you by electronic means (e-mail or SMS) with information about similar philanthropic activity. If you are new to engaging with Foundation, and where we permit selected third parties to use your data, we (or they) will contact you by electronic means only if you have consented to this.

## 6. Disclosure of your information

We may share your personal information with any member of our group, which means our branches, or affiliated non-profit.

We may share your information with selected third parties including:

- third party funders, in order to fulfil our administrative purposes or for reasons of legal compliance,
- third parties having agreements with our third party funders, in order to fulfil our obligations from third party funders' grant agreements,
- business partners, suppliers and sub-contractors for the performance of any contract we enter into with them or you,
- advertisers and advertising networks that require the data to select and serve relevant adverts to you and others,

- travel agencies, transportation services providers, and similar organizations to provide logistical support to you,
- restaurants, hotels, caterers, and similar organizations to cater to your food and accommodation preferences,
- analytics and search engine providers that assist us in the improvement and optimisation of our website and associated platforms, and/or
- credit reference agencies for the purpose of assessing your credit score where this is a condition of us entering into a contract with you.

We may disclose your personal information to third parties:

- In the event that we dissolve the Foundation, we may disclose your personal data to the prospective recipient of such business or assets.
- If we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce or apply our terms of use and other agreements; or to protect the rights, property, or safety of Foundation entities, our customers, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.

How third parties handle your data is determined by their own privacy policies. Although we endeavour to protect your data via contractual arrangements with third parties, Foundation accepts no liability for the use of such data by third parties.

## 7. Where we store your personal data

The data that we collect from you may be transferred to, and stored at, a destination outside the European Economic Area (EEA). It may also be processed by staff operating outside the EEA who work for us or for one of our suppliers. Such staff may be engaged in, among other things, the granting of philanthropic funding, the processing of your payment details and the provision of other support. By submitting your personal data, you agree to this transfer, storing or processing. We will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this privacy policy.

All information you provide to us is stored on our servers, on servers owned and operated by our hosting providers, or on encrypted harddisks in laptops and desktop computers owned by Foundation and operated by Foundation employees. Where we have given you (or where you have chosen) a password which enables you to access certain parts of our website and associated platforms, you are responsible for keeping this password confidential. We ask you not to share a password with anyone.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our website or associated platforms; any transmission is at your own risk. Once we have received your information, in line with our internal security policies (including in respect of IT equipment such as laptops and mobile phones), we will use strict procedures and security features to try to prevent unauthorised access.

## 8. Your rights

You have the right to ask us to amend, not to process, or to delete your personal data. Furthermore, you have the right to ask us to transfer your data to a third party. You can exercise your rights by checking certain boxes on the forms we use to collect your data or by contacting us at [privacy.office@climate-kicfoundation.org](mailto:privacy.office@climate-kicfoundation.org). You also have the right to access information held about you. Your right of access can be exercised by sending an email to [privacy.office@climate-kic.foundationorg](mailto:privacy.office@climate-kic.foundationorg)

## 9. Third party links

Our website and associated platforms may, from time to time, contain links to and from the websites of our partner networks, advertisers, affiliates or third parties. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.



## 10. Changes to our privacy policy

Any changes we may make to our privacy policy in the future will be posted on our corporate website and, where appropriate, notified to you by e-mail. Please check back frequently to see any updates or changes to our privacy policy.

## 11. Contact

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to [privacy.office@climate-kicfoundation.org](mailto:privacy.office@climate-kicfoundation.org)