

# **Charity Organisation: Probashi Kollan Foundation PKF**

### PKF Data Protection and privacy policy: Donors/ Member Information Sheet

#### Who we are?

Probashi Kollan Foundation (PKF) is a non-profit charity organisation that aims to help and support the poor and needy. Established in December 2014, we officially registered as a CIO in March 2017. Our ambition is to reduce and eventually eliminate poverty in countries such as Bangladesh, as thousands of people needlessly suffer due to terrible living conditions. We're a helping hand for the forgotten people throughout society. We are registered member of Fundraising Regulated body FR in UK.

#### What is a personal and sensitive Data?

Personal data is data which can be used to identify you. This may include your name, date of birth, address, email address, telephone number etc.

Sensitive personal data is information related to any of the following: racial or ethnic origin, religious beliefs, sexuality or sex life, offences and/or convictions.

#### Where will you store my data?

The record of your personal data will be stored in an electronic word document accessed by PKF charity management. Paper copies of your data may also be stored securely and accessed by PKF charity management.

## How will you use my data?

Your data will primarily be used for the purpose of contact for donation, fundraising activity, and joining charity event, joining public meeting or any update about our charity. We may also use anonymised data for the purposes of research and statistical monitoring. In some instances, the PKF charity may contact you to invite you to participate in surveys or research about particular issues or project.



Registered with
FUNDRAISING
REGULATOR

#### Can I withhold my consent?

Yes you can withhold your consent at any time by emailing info@pkfcharity.com

You can also request PKF charity about the way you do not wish us to contact or use your data.

# Obtaining the information we hold about you

You have a right to ask for a copy of your information and to correct any inaccuracies. Under the Data Protection Act, the PKF charity is required to respond to your request within 40 days. If you would like a copy of the information we hold about you, please contact us info@pkfcharity.com

# How we use your information and who we share it with?

#### **Sensitive Information**

Some of the personal information we ask you for may be sensitive personal data, as defined by the Data Protection Act 1998 (such as information about religious beliefs or criminal convictions) we will not use such sensitive personal data about you or others except for the specific purpose e.g. crime agencies or police requested. We may use your personal data to help with your enquiry or as a donor, member, and partner of the PKF we may need to record your details to communicate with you.

#### **Cookies**

Please note that we use "Cookies" on the Site. A cookie is a software application that tracks our users' navigation of the Site and stores that information on their hard drives. This allows us to understand our users' habits and preferences which enable us to customise our services for our users to provide an enhanced user experience. We may, for example, use cookies to store registration information so that you do not have to provide it to us on subsequent request.

