

## Kasi Afrique's Privacy Policy

### INTRODUCTION

This privacy policy (this "Privacy Policy") is provided to explain the online information practices of Kasi Afrique ("Kasi Afrique," "us", or "we") and the choices you can make about the way that data which directly or indirectly identifies you ("Personal Data") is collected and used at this site (collectively, the "Site"). We use your Personal Data only in accordance with the following principles and in compliance with applicable data protection laws, including the GDPR.

The official language of this Privacy Policy shall be in the English language except as required by local law. Any translations of this Privacy Policy shall be for reference purposes only. The terms of this Privacy Policy in the English language shall prevail over any terms of any translations hereof in the event any dispute arises regarding any conflicting terms.

Please read this policy carefully so that you understand your rights in relation to your Personal Data and how we will collect, use and process your Personal Data. If you do not agree with this Privacy Policy in general or any part of it, you should not access the Site. This Privacy Policy is effective as of the effective date listed above and is subject to change as set forth below in "Changes to the Kasi Afrique Privacy Policy."

### INFORMATION WE COLLECT

The Site's web servers collect standard internet log information during user visits. This information is used to assist with troubleshooting issues with the Site, including performance and security-related functions.

In general, when you visit the Site, we only incidentally collect information such as your IP address and/or information about your browser or computing device that enables us to provide access to the Site and appropriate content. However, there are pages on which you need to provide additional Personal Data to register, make a donation, contact us, request news and updates, or conduct other transactions via the Site.

Such Personal Data will include:

- Name, address, website address, social media handle, and contact information;
- Organisation (including the organisation's name, website, phone number, and address), fields of work, languages and location;
- the results of any questionnaires that you agree to respond to.

## **HOW WE USE THE PERSONAL DATA WE COLLECT**

As it is in our legitimate interests to be responsive to you and to ensure the proper functioning of our products and organisation, we will use your information to process donations, provide requested information about our organisation, respond to requests for information or connections with Kasi Afrique staff, and process questionnaire responses submitted by you. We will also use the Personal Data we collect to improve the Site and to ensure the Site's content is presented in the most effective manner for you and your device, administer the Site, and for internal operations, including troubleshooting, data analysis, testing, research, statistical and survey purposes, or to keep the Site safe and secure.

With your consent, we will use your Personal Data to send you relevant information, including newsletters and marketing information. You may revoke this consent at any time by using any provided "unsubscribe" link or contacting us at [secretariat@KasiAfrique.org](mailto:secretariat@KasiAfrique.org).

We will share Personal Data with our partners, affiliates, consultants, and providers. Our agreements with these entities require that they keep your Personal Data confidential and only use your Personal Data to the extent necessary to perform their functions and not for any other purpose. We also contract other companies and individuals (collectively Service Providers) to perform functions on our behalf:

We use a third-party provider, Google Workspace, to process form data submitted securely through the site. For more information about Google Workspace's privacy practices, see their [Privacy Policy](#);

We use a third-party provider, Google Workspace, to manage constituent data that we use to facilitate our communications, record donations, and process nominations. For more information about Google Workspace's privacy practices, see their [Privacy Policy](#);

We use a third-party provider, Mailchimp, to deliver our email communications. We gather statistics around email openings and clicks using industry-standard technologies to help us monitor and improve our communications. For more information about Mailchimp's privacy practices, see their [Privacy Policy](#);

We will take reasonable steps to ensure that these Service Providers keep your Personal Data confidential and only use your Personal Data to the extent necessary to perform their functions and not for any other purpose.

## **HOW LONG DO WE STORE YOUR PERSONAL DATA?**

We will retain your information as follows:

- Technical data (e.g., IP address, device information) incidentally collected when you visit the Site will be retained for 90 days;

- If you sign up for communications from us, we will keep your information until you unsubscribe, after which we will retain only that information that will enable us to respect your unsubscribe preference;

At the end of the retention period, we may store your information in an aggregated and anonymised format to help us understand historical behaviours and enhance the Site.

Your Personal Data will be retained for longer if required by law, a court order, and/or as needed to defend or pursue legal claims.

### HOW WE SHARE YOUR PERSONAL DATA WITH THIRD PARTIES

Kasi Afrique operates globally, and your Personal Data will be transferred to Service Providers located in jurisdictions other than your residence jurisdiction, particularly the United States, to provide the services you request. We share your personal data with our service providers so that they can provide services on our behalf. We require our Service Providers to take appropriate technical and organisational measures to safeguard your Personal Data against loss, theft and unauthorised use, access, or modification.

For users submitting personal data as part of an application for employment through the Job Board, we will share your information with referees to identify you so they can provide a reference.

For users in the EU, we ensure that adequate safeguards are in place when we export your Personal Data out of the EEA, including:

- **Model Clauses:** The Personal Data that we collect from you will be transferred to, stored at, and processed in the United States by Form Assembly for the purposes of processing form data under the Commission's model contracts for the transfer of personal data to third countries.
- **Privacy Shield:** The personal data we collect from you will be transferred to and stored at/processed by Amazon Web Services and Salesforce.
- Except as provided herein, we will not sell any Personal Data you provide through the Site without your written consent.

We will share your information with law enforcement agencies, public authorities, or other organisations if legally required to do so or if we have a good faith belief that such use is reasonably necessary to:

- Comply with a legal obligation, process or request;
- Enforce our terms and conditions and other agreements, including investigation of any potential violation thereof;
- Detect, prevent or otherwise address security, fraud or technical issues; or

- Protect our rights, property or safety, or those of our users, a third party, or the public as required or permitted by law (including exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction).

We will also disclose your information to third parties:

- In the event that we sell or buy any business or assets, in which case we will disclose your data to the prospective seller or buyer of such business or assets or
- If we or substantially all of our assets are acquired by a third party, the transferred assets will include information we hold about you.

Kasi Afrique will comply with applicable local laws related to your Personal Data and otherwise use reasonable efforts to keep your Personal Data subject to the same protection as it was prior to the transfer. If your Personal Data becomes subject to a different privacy policy, Kasi Afrique will comply with applicable local laws and otherwise use reasonable efforts to notify you of such change.

#### **COOKIES AND OTHER TRACKING TECHNOLOGIES**

Tracking technologies, for simplicity referred to here as cookies, are designed to collect and store small pieces of information about your browsing activity and are generally used to enable a range of functionalities, including session management, multimedia playback, and performance monitoring. When you visit the Site, we set cookies or Service Providers on your browser to log information about your preferences and Site viewing patterns. You can find more information about cookies and how to manage them at <http://www.allaboutcookies.org/>. We use cookies for such purposes as:

- Providing you with relevant content;
- Enabling multimedia playback and social media integration;
- Providing session management and security features;
- Improving Site performance and content relevance

For more information about the types of cookies we use on the Site and how to control them, please consult our Cookie Policy, which can be found at the following Link: <https://ecms.KasiAfrique.org/cookie-policy/> and is part of this Privacy Policy.

#### **LINKED SITES**

For your convenience, hyperlinks may be posted on the Site that links to other websites (“Linked Sites”). We are not responsible for, and this Privacy Policy does not apply to, the privacy practices of any Linked Sites or of any companies that we do not own or control. Linked Sites may collect information in addition to what we collect on the Site. We do not endorse any of these Linked Sites, the services or products described or offered on such Linked Sites, or any of the content contained on the Linked Sites. We encourage you to seek out and read the privacy policy of any Linked Site you visit to understand how the information collected about you is used and protected.

## **SECURITY**

The security of your Personal Data is important to us. We use appropriate technical and organisational measures to safeguard your Personal Data against loss, theft, and unauthorised use, access or modification. We encrypt information submitted to and presented by the Site using Transport Layer Security (TLS) technology. By encrypting this data, TLS attempts to prevent anyone from reading it as it travels across the Internet. Unfortunately, the transmission of information via the Internet or email is not completely secure. Although we will do our best to protect your Personal Data, we cannot guarantee the security of your information transmitted through the Site or over email; any transmission is at your own risk. Once we have received your information, we will take appropriate technical and organisational measures to safeguard your Personal Data against loss, theft and unauthorised use, access or modification.

## **YOUR RIGHTS**

You have the right to access the Personal Data that we hold about you. To the extent permitted by applicable law, you also have the right to request the correction or deletion of your Personal Data, to require us to stop processing the Personal Data except for storage purposes in certain circumstances and to obtain a copy of your Personal Data in a commonly used, machine-readable format. You can exercise these rights by contacting us at [coordinador@Kasi Afrique.org](mailto:coordinador@Kasi Afrique.org). We may refuse your request for correction or deletion of your Personal Data where its retention is necessary, for example, in a legal dispute or as required by law.

Where you have provided your consent for us to process your personal data, you can withdraw your consent at any time by contacting us at [secretariat@Kasi Afrique.org](mailto:secretariat@Kasi Afrique.org).

At any time, you have the right to object to our processing of Personal Data about you to send you marketing, including where we build profiles for such purposes, and we will stop processing the Personal Data for that purpose.

## **COMPLAINTS**

If you wish to make a complaint about how we process your Personal Data, please contact us in the first instance at [secretariat@Kasi Afrique.org](mailto:secretariat@Kasi Afrique.org), and we will endeavour to deal with your request as soon as possible. This is without prejudice to your right to launch a claim with the data protection supervisory authority in the EU country in which you live or work and where you think we have infringed data protection laws.

## **CHANGES TO THIS Kasi Afrique PRIVACY POLICY**

We will revise this Privacy Policy from time to time. If we do so, we will post the new policy on our website and change the effective date, so we encourage you to review it frequently. Your continued use of the Site after changes in this Privacy Policy will mean that you accept such changes except as required by local law.