

Corporate Standard:  Privacy Policy	Last Revised:  <b>10/27/2024</b>
Department Owner:  <b>Information Security</b>	Applicable To:  <b>All Personnel and Others Using BACM Technology Resources</b>

### Technology Resources

Barberton Area Community Ministries (BACM) shares your concerns about privacy on the Internet. To better protect your privacy, Barberton Area Community Ministries has provided this notice explaining its online information practices and the choices you can make about the way your information is collected and used on the Site. We will not sell, trade, or share your Personal Information (defined below) with anyone else, and we will not send mailings on behalf of other organizations. We will only share Personal Information if you give us specific permission to do so. If you wish to be removed from our mailing list, please contact us at (330) 745-3693 or [dsomerville@bacm.org](mailto:dsomerville@bacm.org).

### BACM and Use of Your Information and Donor Privacy Policy

While using the Site, BACM may ask you for your name, e-mail address, postal address, telephone number, fax number as well as other relevant information personally identifiable information (collectively, "Personal Information"). BACM also may collect certain non-personally identifiable information when you visit many of our web pages such as the type of browser you are using, the type of operating system you are using, the domain name of your Internet service provider, aggregate data about the number of visits to the Site and/or aggregate data about the pages visited.

### How BACM Uses the Information

BACM uses the non-personally identifiable information ("Aggregate Data") to improve the design and content of the Site and to enable the BACM to personalize your Internet experience. BACM may use the Aggregate Data to analyze Site usage as well as create services and/or products to fit your needs. Also, BACM share this Aggregate Data with the BACM's related entities, advertisers, partners and/or other third-party vendors ("Business Partners"). The aggregate data is provided to Business Partners to assist them in providing products and/or services. BACM shall own such Aggregate Data and maintain copies of such as part of its records.

Except as otherwise indicated, the BACM uses the Personal Information you provide about yourself: (a) to respond to any of your inquiries or questions about our services; (b) for internal marketing purposes and as part of the BACM's donor database; (c) to provide you additional and updated information, materials and other advertisements regarding BACM services; (d) to offer you other materials and/or information that the BACM believes may be of interest to you; (e) to cooperate with government officials or parties in litigation under process of law, or as otherwise required by law; (f) to protect the security or integrity of the Site; (g) to protect against a threat of safety or destruction of property; and/or (h) to protect against legal liability. We may also use your name, postal address, and telephone number(s) to contact you offline. If you do not wish for us to contact you offline, or receive such mailings, you may opt out by contacting us in accordance with the "Opt Out" section of this policy found below. In all cases, however, the BACM agents, employees and contractors who have access to Personal Information are required to protect this information in a manner that is consistent with this Privacy Policy.

Furthermore, BACM encourages all its Business Partners to adopt and adhere to standards of protection consistent with this Privacy Policy. BACM will not use the Personal Information, except as set forth herein, without your permission; provided, however, BACM shall own all such Personal Information and

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maintain copies of such as part of its records. If you do not wish to receive any such information or to allow the BACM the right to use your personally identifiable information as described, please contact BACM in the manner identified in the "Opt-Out" section below. The Aggregate Data and Personal Information may be transferred, distributed, or sold as part of BACM or its assets.

### **"Opt Out"**

You may choose not to receive such information and/or to allow BACM to use your information in the manner described above by simply notifying BACM directly at [www.bacm.org](http://www.bacm.org) or at 330-753-3693. Upon receipt and processing of an "opt out" request, BACM will, within its commercially reasonable amount of time, remove your information from any future marketing communications.

### **Use of Email Address**

When you donate to BACM or sign up on our Site, share your story, or complete some other data form, you will be asked to supply your email address. BACM does not sell or rent your email address to any third party. Email addresses gathered from donors or subscribers to BACM are only available to employees managing this information for purposes of contacting you or sending you emails based on your request for information, and to contracted service providers and vendors for purposes of providing services relating to our communications with you.

BACM will only use your email address to send information about BACM (such as news and events, special programs, and fundraising). From time to time, we may send out email messages that might include information about like-missioned organizations and companies, but we do not provide them with access to any Personal Information that you have provided.

You may subscribe or unsubscribe to BACM at any time by contacting BACM or sending a notice in a similar fashion to the opt out policy listed above.

### **External Links**

Links to other websites do not imply an endorsement of the materials disseminated at those websites, nor does the existence of a link to another site imply that the organization or person publishing at that site endorses any of the materials at this site. Links to other websites are provided by BACM as a convenience to its users. BACM is not responsible for the materials contained at any website linked to this site. If you visit the websites of any of our Business Partners, please consult their privacy policy. Our privacy policy applies only to your use of the BACM site and direct interactions with BACM. We do not disclose Personal Information to those operating linked websites and we are not responsible for their privacy practices.

### **Security: No Liability**

BACM has implemented security measures to help protect against the risk of loss, misuse, and alteration of any information under the BACM's control. BACM follows accepted industry standards and protects your online order information by using Secure Sockets Layer ("SSL") technology. SSL encrypts your order information to avoid the decoding of that information by anyone other than BACM.

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Nevertheless, such security measures may not prevent all loss, misuse, or alteration of information on the Site, and BACM is not responsible for any damages or liabilities relating to any such security failures. You understand that data and communications, including e-mail and other electronic communications, may be accessed by unauthorized third parties when communicated over the Internet. Furthermore, the Site contains links to other web sites. BACM is not responsible for nor can BACM ensure the privacy practices or content of such other sites.

#### **IP Addresses and Cookies**

Like other web sites, BACM uses your IP address to help diagnose problems with BACM's servers, to administer the Site and for security purposes. "Cookies" are pieces of data sent from a Web server to a Web browser that enable a Web server to identify users that visit a site hosted by that server. BACM may use Cookies to identify you to our site so that the BACM can provide more customized information and services to you. In addition, our site may contain advertisements that may contain Cookies. In general, if you choose, you can disable the use of Cookies by reviewing your browser's preferences and options. After you delete cookies, you may have to re-register with some websites, or you may notice difficulty in browsing some websites.

#### **A Special Note About Children**

BACM does not knowingly gather any Personal Information from children under the age of 13. You must be 13 years of age or older to access the site.

#### **Modification of Privacy Policy**

BACM may change this Privacy Policy at any time, by posting the changed or amended Privacy Policy on the Site. Your continued viewing of or use of this Site following the posting of any changes to this Privacy Policy will signify your assent to any such changes or amendments.

#### **How to Contact the BACM for Any Reason**

You may contact the BACM with questions or comments regarding this Privacy Policy, updating any personally identifiable information or anything else related to the BACM and/or this Site at [www.bacm.org](http://www.bacm.org) or at 330-753-3693.