



Alpine Fire Safe Council

Providing community leadership, resources and a forum to improve wildfire preparedness and prevention in eastern Alpine County

Policy #: AFSC-502	Reviewed by AFSC Members and Approved by Kris Hartnett, Chair
Policy Name:	PRIVACY POLICY FOR ALPINE FIRE SAFE COUNCIL (AFSC) WEBSITE
Initial Date:	3/19/2023
Revision Dates:	

PURPOSE

The purpose of this policy is to outline the policy and procedures to maintain the privacy of users of the Alpine Fire Safe Council (AFSC) website by the AFSC, partners and affiliates, and the general public.

References: California Fire Safe Council Policy Manual; Code of Federal Regulations; Attorney General's Guide of Best Practices for Charities in California; California Association for Nonprofits Compliance; Internal Revenue Service (IRS) Form 990; and the California Department of Tax and Fee Administration

POLICY

It is the policy of the Alpine Fire Safe Council (AFSC) to commit to and maintain the privacy of all users of the AFSC website. The AFSC Site address is www.alpinefiresafecouncil.org.

PROCEDURE

Policy Access

1. A link to this policy shall be included in the footer of the AFSC website.
2. The master copy of this policy shall be maintained electronically by the AFSC Administrator ("Admin") as an entry in the AFSC Policy Manual.
3. An electronic PDF copy of this policy is available upon request.

General Privacy Statement

1. The AFSC website ("Site") is owned and operated by the Alpine Fire Safe Council (AFSC).
2. The AFSC wants to make your experience when visiting the Site a satisfying and safe one.
3. Protecting your private information is our priority.

4. This Statement of Privacy applies to www.alpinefiresafecouncil.org and the AFSC and governs all data collection and usage.
5. Because we gather certain types of information about our users, we feel you should fully understand our policy and the terms and conditions surrounding the capture and use of that information.
6. This privacy statement discloses what information we gather and how we use it.
7. Unless otherwise noted, for the purposes of this Privacy Policy, all references to AFSC include www.alpinefiresafecouncil.org and Alpine Fire Safe Council.
8. By using the Site, you consent to the data practices described in this statement.

Information Collected

1. We do not collect any personal information about you unless you voluntarily provide it to us.
 - a. However, you may be required to provide certain personal information to us when you elect to use certain products or services (e.g. sending us an email message or ordering a reflective sign).
2. We collect information when:
 - a. You order a reflective sign
 - b. You send a comment or email to the AFSC
 - c. You participate in meetings or events virtually (e.g. via Zoom)
3. We may also gather additional personal or non-person information in the future if needed.
4. We use that information in the following ways:
 - a. To improve our website.
 - i. We continually strive to improve our Site offerings based on the information and feedback we receive from you.
 - b. To improve customer service
 - i. Your information helps us to more effectively respond to your customer service requests and support needs.
 - c. To process transactions
 - i. Your information, whether public or private, will not be sold, exchanged, transferred, or given to any other company for any reason whatsoever, without your consent, other than for the express purpose of delivering the purchased product or service requested.
5. We protect your information by:
 - a. Implementing a variety of security measures to maintain the safety of your personal information when you enter, submit, or access your personal information.

Disclosure of Information

1. We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information.
 - a. The AFSC may contact you, from time to time, on behalf of external business partners about a particular service or product that may be of interest to you. In those cases, your unique personally identifiable information (e-mail, address, name, telephone number) is transferred to the third party.

- b. AFSC may share data with trusted partners to help perform statistical analysis, send you email or posted mail, provide customer support, or arrange for deliveries.
 - i. All such third parties are prohibited from using your personal information except to provide these services to the AFSC, and they are required to maintain the confidentiality of your information.
2. The AFSC may release your information, without notice, if required to do so by law or in the good faith belief that such action is necessary to:
 - a. Conform to the edicts of the law or comply with legal process served on the AFSC or the Site;
 - b. Protect and defend the rights or property of the AFSC; or
 - c. Act under exigent circumstances to protect the personal safety of users of the Site, or the public.
3. Non-personally identifiable visitor information may be provided to other parties for marketing, advertising, or other uses.

Cookies

1. Cookies are:
 - a. A small file placed onto your device that enables our Site features and functionality
 - i. For example, cookies enable us to identify your device and secure your access to the Site
2. Cookies enable the Site to store data, such as:
 - a. Login data (IP address of the logging-in device, login time, location from which the login is attempted)
 - b. Type of browser
 - c. Domain names
 - d. Data about how you, the visitor, browse the Site (which sections you visit, what products are you interested in, etc.)
3. We use cookies:
 - b. To analyze our traffic, provide social media features and to personalize ads
 - c. To customize the functionality of our Site as much as possible
 - d. To contribute to ease of use when navigating our Site

Opt-Out of Disclosure of Personal Information to Third Parties

1. In connection with any personal information we may disclose to a third party for a business purpose, you have to know the categories of personal information that we disclosed about you for a business purpose.
2. You have the right under the California Consumer Privacy Act of 2018 (CCPA) and certain other privacy and data protection laws, as applicable, to opt-out of the disclosure of your personal information.
3. If you exercise your right to opt-out of the disclosure of your personal information, the AFSC will refrain from disclosing your personal information, unless you subsequently provide express authorization for the disclosure of your personal information.
4. To opt-out of the disclosure of your personal information, contact the AFSC directly per the “Contact Us” section of the Site.

Right to Deletion

1. Subject to certain exceptions set out below, on receipt of a verifiable request from you, we will:
 - a. Delete your personal information from our records; and
 - b. Direct and service providers to delete your personal information from their records.
2. Please note that we may not be able to comply with requests to delete your personal information if it is necessary to:
 - a. Complete the transaction for which the personal information was collected
 - b. Fulfill the terms of a written warranty or product recall conducted in accordance with federal law
 - c. Provide a good or service requested by you, or reasonably anticipated within the context of our ongoing business relationship with you, or otherwise perform a contract between you and the AFSC
 - d. Detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity; or prosecute those responsible for that activity
 - e. Debug to identify and repair errors that impair existing intended functionality
 - f. Exercise free speech, ensure the right of another consumer to exercise his or her right of free speech, or exercise another right provided for by law
 - g. Comply with the California Electronic Communications Privacy Act
 - h. Engage in public or peer-reviewed scientific, historical, or statistical research in the public interest that adheres to all other applicable ethics and privacy laws, when our deletion of the information is likely to render impossible or seriously impair the achievement of such research, provided we have obtained your informed consent
 - i. Enable solely internal uses that are reasonably aligned with your expectations based on your relationship with the AFSC
 - j. Comply with an existing legal obligation
 - k. Otherwise use your personal information, internally, in a lawful manner that is compatible with the context in which you provided the information.

California Online Consumer Privacy Protection Act of 2018 (CCPA) Compliance

1. Because we value your privacy, we have taken the necessary precautions to be in compliance with the California Online Privacy Protection Act. We therefore will not distribute your personal information to outside entities without your consent.

Children's Online Privacy Protection Act Compliance

1. We are in compliance with the requirements of COPPA (Children's Online Privacy Protection Act); we do not collect any information from anyone under 13 years of age.
2. Our Site, products and services are all directed to people who are at least 13 years old or older.
 - a. The AFSC does not knowingly collect personal identifiable information from children under the age of thirteen (13).
 - b. If you are under the age of thirteen (13), you must ask your parent or guardian for permission to use this Site.

Online Privacy Policy Only

1. This online Privacy Policy applies only to information collected through our website and not to information collected offline.

Your Consent

1. By using our Site, you consent to our website Privacy Policy.

Changes to the Privacy Policy

1. The AFSC reserves the right to change this Privacy Policy from time to time.
2. If we decide to change our Privacy Policy, we will post those changes on the AFSC Site in accordance with this policy.
3. Your continued use of the Site and/or Services available after such modifications will constitute your:
 - a. Acknowledgement of the modified Privacy Policy; and
 - b. Agreement to abide by and be bound by that Policy.