

Privacy Policy | European Neighbourhood Council

ENC Data Privacy Statement

ENC respects the privacy of every individual who visits our website or sends us e-mail. Therefore, we comply with applicable data privacy legislation in regards to processing personal data. This Privacy Statement describes how ENC uses and protects personally identifiable information. This Privacy Statement constitutes the entire agreement between you and ENC relating to the publicly accessible portions of our website. By your use of our website, you consent to be governed by this Privacy Statement.

Personal data

You may have the opportunity, via our website or other means, to provide us with personal information about you and your interests. This information may include, but is not limited to, your name, mailing address, e-mail address, company name, position and regional interests.

If you choose to share any personal data with us via our website or via e-mail, we may store it and use that information to assist you with any questions you may have. We use industry standard practices to review data quality and confirm that the information we have for you is up-to-date.

We may also store data that you voluntarily provide during ENC or ENC-related events in order to keep you informed of other events of a similar nature.

You will receive general information from us only if you choose to do so. Once your consent is indicated, you will have the possibility to contact us in case you no longer want us to use your personal information for those purposes.

Unless you specifically consent to the sharing of your personal data, your information will solely be used for internal purposes.

Sharing of the personal data with other organizations

For network communities ENC will share your information with other members of these communities.

This information will not be shared outside of these communities. To avoid people receiving multiple invitations to the same co-sponsored event, ENC reserves the right to share your first name, last name, and employer with partner organizations for the purpose of de-duplicating the final invitation list. Except as described in this Privacy Statement, we will not share your phone number, e-mail address, or any other contact information.

ENC will not sell, rent, loan, trade, or lease any personal information collected online or offline.

Security

ENC uses secure data networks that are protected by firewall and password protection systems that are consistent with industry standards. ENC's security and privacy policies are periodically

reviewed and enhanced as necessary. Only authorized individuals have access to the information provided by ENC contacts.

Opt-Out or Change Your Contact Information

ENC website provides users the opportunity to opt-out of receiving communications from ENC through a special online form. You may choose to receive only specific communications or none at all. You may also update your contact information previously provided to us through another online form. In order to avoid a situation where repeated, unwanted contacts could occur, we will not remove you from the database. We will only contact you according to the preferences you specify.

All information shall be kept absolutely confidential unless given consent to.

“Cookies”

You may visit our website anonymously. Except as described in this Privacy Statement, we do not collect identification data of our visitors.

We do, however, use cookies (small computer files that stay on your computer and let us know when and how often you visit our site) to keep and track general information about website usage. Cookies do not identify the individual user, just the computer used.

Cookies and other similar technology can make it easier for you to use the website during future visits. Cookies only record which areas of the site have been visited by the computer in question, and for how long. This information allows ENC to understand how our website is being used, which helps with planning future website growth.

Allowing us to create a cookie does not give us access to the rest of your computer and we will not use cookies to track your online activity once you leave our site. Cookies are read only by the server that placed them, and are unable to execute any code or virus.

If you don't like cookies...

You can have your browser reject the cookies. Most Internet browsers will allow you to erase cookies from your computer hard drive, block all cookies, or receive a warning before a cookie is stored. Please refer to your browser instructions to learn more about these functions.

Log Files

Like most standard Web site servers, ENC uses log files. ENC collects and stores only the following information about you: the name of the domain from which you access the Internet (for example, aol.com, if you are connecting from an America Online account, or princeton.edu if you are connecting from Princeton University's domain), the date and time you access the site, and the Internet address of the website from which you linked to the ENC site. ENC uses this information to measure the number of visitors to the different sections of the site, and to make the site more useful to visitors. Upon request, ENC is required by law to disclose this and other information records to you.

Links

Throughout our web pages, we provide links to other servers and websites which may contain information of interest to our readers. We take no responsibility (and shall have no liability) for, and exercise no control over, the organizations, views, or accuracy of the information contained on other servers and/or sites. Creating a text link from your website to our site does not require permission. If you have a link you'd like us to consider adding to our website, please send an email to media@encouncil.org with the subject "Link request."

Legal Disclaimer

Though we take industry standard measures and other efforts to preserve user privacy, ENC may need to disclose personal information (including personally identifiable information) when required by law wherein we have a good-faith belief that such action is necessary to comply with a current judicial proceeding, a court order or legal process, and/or in connection with a verified request relating to criminal investigation or alleged illegal activity.

Access to information and data rectification

You have at any time the right of access, modification, correction and removal of your data collected in our database. You can request this by contacting ENC by e-mail or in writing at the address mentioned below. Also, you can access the data ENC collected through the link provided at the bottom of every email sent by ENC (you will be redirected to a form on the MailChimp website, our e-mail services provider). Complete removal may not be immediate, however, and in some instances, archival copies may be impossible to delete.

How you can withdraw consent to be e-mailed or Unsubscribe from receiving e-mails

If you wish to stop receiving e-mails from ENC, you may do so by clicking the 'Unsubscribe' link at the bottom of any e-mail. Alternatively, please email us at: media@encouncil, or write to us at: Rue Washington 40, Ixelles 1050, Brussels, Belgium. Alternatively, you can telephone (+32) 2 646 51 39. You have the right to ask for a copy of the information ENC has about you.

Third Party Service Providers working on our behalf

If you receive emails from us, we pass your information to our third party service providers, (for example to process donations and send you mailings). However, when we use third party service providers, we disclose only the personal information that is necessary to deliver the service and we have a contract in place that requires them to keep your information secure and not to use it for their own direct marketing purposes. Please be reassured that we will not release your information to third parties beyond the European Neighbourhood Council network for them to use for their own direct marketing purposes, unless you have requested us to do so, or we are required to do so by law, for example, by a court order or for the purposes of prevention of fraud or other crime.

E-mail Tracking

When you receive an e-mail from ENC, to include event invitations, newsletters, or other communication, we may collect information about you in the following ways if you open or click on links in that e-mail:

- Opening e-mails: If you open the e-mail, we log that activity on our database.

- Clicking on link **View as web page**: If you click on the "view as a web page" link, a tracking code is passed in the link so that the web page will be personalized the same way the e-mail is personalized.
- Clicking on links to web pages: If you click on any web link in the e-mail, we pass a tracking code in the link to the web page which we use to log that activity.
- Unsubscribing: If you unsubscribe from receiving e-mails, we will log this information in our database and we will continue to store your personal data on a "suppression list" so as to record your preference and not send you anymore e-mails.
- RSVPs for Events: In our event invitations and confirmations, we may provide buttons to allow you to accept, decline, and cancel registration for that event. Clicking on these buttons will pass a tracking code so we can record your choice in our database to help us manage the event.

No cookies are used for e-mail tracking. The above tracking does not apply to e-mails sent to you from personal ENC e-mail accounts.

Contact us

The controller of your personal data, under applicable data privacy legislation and in regard to the processing of personal information, is:

European Neighbourhood Council
Rue Washington 40,
Ixelles 1050,
Brussels,
Belgium
Tel: (+32) 2 646 51 39
Email: media@encouncil.org

If you have questions about our privacy practices, you may contact us at the above address or by e-mailing media@encouncil.org.