

# Rotary

## District 6270

### Privacy Notice



#### **Your Privacy is Important to Us**

We want you to know that protecting the privacy of your personal information is one of our top priorities. We value our relationship with you. The very nature of our relationship with you requires us to collect or share certain types of information about you. We want you to know what information we collect, how we protect it and how we may use it. This privacy notice explains how we use and protect potential, current and former volunteer and host family information. Please read it carefully.

#### **What Personal Information Do We Have?**

We collect information, such as name, address, social security number, and employment status, as outlined on the application you completed for us. The type of information we collect depends on your request and may include:

- Information we receive from you when you complete the application as a volunteer or host family;
- Information we receive from your references in connection with your application.
- Information we receive from third parties (such as motor vehicle reports and criminal background information).

#### **How Do We Use Your Personal Information?**

We may use your personal information and may provide it to authorized personnel from the U S Department of State and firms that conduct audits of our records.

- To approve your request;
- To fulfill legal and regulatory requirements;

We do not disclose any personal information about our potential, current and former volunteers and host families unless required by law.

We will not disclose any information we collect about you unless authorized by you to do so or as permitted by law. We may share such information without authorization, to the extent permitted by law, with third parties or affiliates assisting us, such as those who assist us investigating your application.

#### **Protecting the Confidentiality of Your Personal Information**

We only allow access to your personal information to those individuals who need it in order carry out the purposes of our program. Individuals who have access to your personal information are required to keep it strictly confidential. We provide training to our volunteers about the importance of protecting the privacy of your information. We maintain safeguards to protect your personal information.