



Policy Title	USPUK Privacy Notice
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Objectives

The objective of this Privacy Notice is to give you clarity about who we are, what personal information we collect, why we collect it, how we use it, and your rights in connection with any Personal Data that we hold about you.

Overview

USPUK is a Charity registered in England and Wales with registered charity number 1198784.

Your privacy is important to us. This Privacy Notice explains how and why USPUK collects and uses your personal information when you use our Services. It also sets out how we respect your rights under relevant privacy law and how the law protects you.

“Personal Data” means any information relating to an identified or identifiable natural person. The Personal Data we process about you is provided to us directly by you or from one of our Partners if you have provided information to them.

USPUK is the controller for Personal Data that is processed in connection with providing our Services to you. This means that USPUK decides the purposes (why) and means (how) of the processing of your personal information.

By using our Services, you are aware of and agree to the collection and use of your Personal Data as set out in this Privacy Notice.

We may update this Privacy Notice from time to time. We will notify you of any changes by posting the new Privacy Notice on our Website.

Where we use the following terms in this Privacy Notice, these mean:

- We, us or our: USPUK
- You: the person accessing our Website or Social Media Channels or using our Services, or the company or other legal entity on behalf of which such individual is accessing or using the Services, as applicable
- Cookies: these are small files that are placed on your computer, mobile device or any other device by a website, containing the details of your browsing history on that website



amongst other uses

- Device means any device that can access the Website, such as a computer, a mobile phone or a digital tablet
- Services refers to the Services we offer to you, to provide you with advice and assistance
- Social Media Channels refers to the social network channels of USPUK
- Third-party Social Media Services refers to any website or any social network channel through which a person can access or use our Services
- Usage Data includes information such as your Device's Internet Protocol address (IP address), browser type, browser version, the pages of the website that you visit, the time and date of your visit, the time spent on those pages, unique device identifiers and other diagnostic data
- Website refers to the website of USPUK, accessible at <https://www.uspuk.org>

How we collect and use your personal data

The types of data we collect

While using our Services, we may ask you to provide us with certain information that identifies or can be used identify you, which is also referred to as Personal Data. The Personal Data we collect includes:

- Email address
- First name and last name
- Phone number
- Address, Town, Postcode

We also collect the following Personal Data and information from the sources set out below:

- Usage Data is collected automatically when you use our Website and/or our Social Media Channels. We may also collect information that your browser sends whenever you visit our Website
- Third-party Personal Data may be collected if you access our Services through various Third-party Social Media Services. If you decide to register through or otherwise grant us access to a Third-party Social Media Service, we may collect Personal Data that is already associated with your Third-party Social Media Services account, such as your name, your email address, your online activities and/or your contact list associated with that account.



You may also have the option of sharing additional information with us through your Third-party Social Media Services account. If you choose to provide us with such information and/or Personal Data, whether during registration or otherwise, you are giving us consent to collect and process it as set out in this Privacy Notice

- Cookies and other similar tracking technologies are used to track the activity on our Website and Social Media Channels, and to collect and store certain information. This is used to improve and analyse our Services. The technologies we use include:
 - Browser Cookies. A cookie is a small file placed on your Device. You can set your browser to refuse all Cookies or to indicate when a Cookie is being set. However, if you do not accept Cookies, you may not be able to use some parts of our Website and/or Social Media Channels which use these.
 - Flash Cookies. Certain features of our Website and/or Social Media Channels use local stored objects (Flash Cookies) to collect and store information about your preferences or your activity. [Please note that Flash Cookies are not managed by the same browser settings as those used for Browser Cookies.]
 - Web Beacons. Certain sections of our Website and Social Media Channels, and our emails contain small electronic files known as web beacons (or clear gifs, pixel tags, and single-pixel gifs) that we use, for example, to count numbers of visitors to those pages or who have opened an email and for other related website statistical use (for example, recording the popularity of a certain section).

Cookies can be "Persistent" or "Session" Cookies. Persistent Cookies remain on your personal computer or mobile device until you delete these, while Session Cookies are deleted as soon as you close your web browser. We use both Session and Persistent Cookies.

How we use your Personal Data

We process your Personal Data in order to provide our Services, which include to help inform you about the UK's offer to displaced Ukrainians, to support you with the UK visa application process, and other ancillary processes in the UK and to manage your registration with us. You do not have to provide us with this information but if you choose not to, it may affect our ability to provide our Services to you.

We only ask for and use the information we need to provide our Services.



We process your Personal Data on the basis of our legitimate interests in providing the Services to you. Where we rely on our legitimate interests to process your Personal Data. You can contact us to obtain more information, including in respect of our assessment of the impact of our processing on you.

In most cases, we will use your Personal Data where we need to in order to further USPUK's legitimate interests in conducting our activities or to comply with a legal obligation. In rare cases, we may need to use your Personal Data and other information to protect your (or someone else's) best interests or if it is in the public interest for us to do so.

As part of our host matching processes, we may collect and process special categories of Personal Data. If it is necessary for us collect and process these in order to provide our support Services to you, we will seek your explicit consent to do so. This data may include, for example, health/medical information we may receive from you, and/or information about your dietary requirements if you have these, in order to provide any assistance or adjustments you may need.

You have the right to withdraw your consent at any time. However, withdrawing consent will not affect the lawfulness of our processing that has already taken place. You can withdraw your consent by letting us know using the contact information set out at the end of this Privacy Notice.

We will also use your Personal Data for the following purposes:

- To monitor use of our Services
- To contact you by email, telephone calls, SMS, or other similar electronic communication, such as push notifications, with updates or information related to the Services
- To provide you with news and more general information about the Services
- To manage your requests to us
- For other legitimate business purposes. For examples, we may use your information for purposes such as data analysis, identifying usage trends, determining the effectiveness of our promotional campaigns, and to evaluate and improve our Services, marketing and your experience



Sharing your Personal Data

We share your Personal Data:

- With our Partners: to offer you information, Services, products, or promotions. Our Partners include non-governmental organisations, charities, government bodies or agencies, businesses who may be able to offer employment, also community groups and businesses providing related Services, for example: matching and support Services, accommodation or travel Services
- With Service Providers: to assist us with providing our Services to you, to monitor and analyse the use of our Services, and so that they can contact you
- With Affiliates: which may include any subsidiaries, other companies that we control or that are under common control with us, and joint venture partners. Our Affiliates adhere to our standards of data protection
- With other users: when you share personal information or otherwise interact in the public areas with other users, such information may be viewed by all users and may be publicly distributed outside. If you interact with other users or register through a Third-party Social Media Service, your contacts on the Third- party Social Media Service may see your name, profile, pictures and description of your activity. Similarly, other users will be able to view descriptions of your activity, communicate with you and view your profile
- For business transfers: on occasion, we may also need to share or transfer your Personal Data in connection with, or during negotiations of, any merger, sale of assets, financing, or acquisition of all or a portion of our business by another company
- We may disclose your Personal Data to certain other parties with your consent.

Retention of your Personal Data

We will keep your Personal Data only for as long as is necessary for the purposes it is collected for, or to the extent necessary to comply with our legal obligations.

We will also retain Usage Data for internal analysis purposes. Usage Data is generally retained for a short period of time, except when this data is used to strengthen the security or to improve the functionality of our Services, or we are legally obligated to retain this data for longer time periods.

Transfer of your Personal Data

Your Personal Data will be stored locally by us in the UK and also transferred to certain of our



Service Providers who may be located outside of the UK.

If you would like further information on this you can contact us using the details set out at the end of this Privacy Notice.

Legal disclosure of your Personal Data

Under exceptional circumstances, we may be required to disclose your Personal Data if required to do so by law, or in response to valid requests by public authorities (e.g. a court of law or a government agency).

We may also disclose your Personal Data where it is necessary to:

- Comply with a legal obligation
- Protect and defend our rights or our property
- Prevent or investigate possible wrongdoing in connection with the Services

Data about Children

Our Services are not intended for use by anyone under the age of 13. We do not knowingly collect Personal Data from anyone under the age of 13. If you are a parent or guardian and you are aware that your child has provided us with Personal Data, please contact us. If we become aware that we have directly collected Personal Data from anyone under the age of 13, we will take steps to remove that information from our servers.

Parents or guardians may provide us with certain Personal Data about the children in their care, for example their names and hobbies or interests, for the purposes of matching families with suitable hosts.

Links to Third Party Websites

Our Services may contain links to other websites that are not operated by us. If you click on a Third-party link, you will be directed to that Third-party's site. We strongly advise you to read the Privacy Notice of every site you visit. We have no control over and cannot accept responsibility for the content, privacy notices or practices of any Third-party sites or Services.

Your Data Protection Rights

You have certain rights under UK Data Protection Law in relation to your Personal Data, including:



- *Right to be informed if data relating to you is being used.* Read more [here](#)
- *Right to access your data.* Read more [here](#)
- *Right to get your data corrected.* Read more [here](#)
- *Right to get your data deleted.* Read more [here](#)
- *Right to limit how organisations use your data.* Read more [here](#)
- *Right to data portability.* Read more [here](#)
- *Right to object to the use of your data.* Read more [here](#)
- *Rights relating to automated decision making.* Read more [here](#)

You also have a right to make a complaint to the Information Commissioner's Office. However, we encourage you to contact us in the first instance to see if we can assist in resolving any queries you may have or provide you with further information.

You are advised to review this Privacy Notice periodically for any changes. Changes to this Privacy Notice are effective when they are posted on this page.

Contact and questions about this Privacy Notice

If you have any questions, concerns or would like to exercise any of your data protection rights, you can contact us by email at info@uspuk.org.

Publishing this Policy

USPUK will ensure that this policy is always publicly accessible on its website.