



NATIONAL BREAST CANCER RESEARCH INSTITUTE

The National Breast Cancer Research Institute respects your right to privacy. In this policy, we explain how we collect personal information about you, how we use it and how you can interact with us about it. We have done our best to keep this notice as simple as possible. If you would like further detail, please contact us at hello@breastcancerresearch.ie or 091 863 917.

1. Introduction

This Privacy Policy explains how the National Breast Cancer Research Institute shares, uses, retains, collects and protects your personal information of the user. Personal information relates to a living individual who is, or can be, identified by that information, including data that can be combined with other information to identify an individual. This can be a very wide definition, depending on the circumstances, and can include data which relates to the identity, characteristics or behavior of an individual or influences the way in which that individual is treated or evaluated.

2. Data Protection Officer

Our Designated Privacy Individual oversees how we collect, use, share and protect your information to ensure your rights are fulfilled. You can contact our Designated Privacy Individual at data@breastcancerresearch.ie or by writing to them at: Designated Privacy Individual, Symptomatic Breast Centre, University Hospital Galway.

3. How do we collect information about you?

We collect information from you through the following processes: when you visit our website, register for our online community, place an order or make a donation, subscribe to our email newsletter, through fundraising or through other offline means. As appropriate, you may be asked to provide personal details such as name, email address, postal address, phone number or payment information.

Our websites use 'cookie' technology. A cookie is a little piece of text that our server places on your device when you visit any of our websites or apps. They help us make the sites work better for you.

If you prefer, you can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies via your browser settings. Like most websites, if you turn your cookies off, some of our services may not function properly.

4. How we keep your information safe?

We protect your information with security measures. We keep our computers, files and buildings secure. When you contact us to ask about your information, we may ask you to identify yourself. This is to help protect your information.

5. How long we keep your information?

We endeavour to retain your personal information only for the time period necessary for the purposes of the charity and as required by applicable laws and regulations.

6. What do we use your information for?

Any of the information we collect from you is for legitimate purposes and may be used in one of the following ways:

6.1 To process payments, fulfil online orders and confirm transactions

Example: Donating or purchasing online, or paying an event registration fee. We will use your information to complete your order and to follow up, where relevant or requested, by email, phone or post on any transactions and issue payment receipts.

6.2 To improve our website and provide a personalised experience for you

We continually try to improve our website based on the anonymous information and feedback we receive from you. We want your visit to our website to be a useful one, making sure you are able to find the information that you are looking for and that may be relevant to you.

6.3 To keep you informed about what we're doing in the fight against cancer

If you have signed up for the National Breast Cancer Research Institute email newsletter, you will receive this email once every couple of months. At any time, you can unsubscribe from receiving future emails by emailing data@breastcancerresearch.ie or clicking the unsubscribe link, which is generally located at the bottom of the email, as appropriate.

6.4 To let you know other ways you can get involved in our fundraising and campaigns

From time to time, we will use your postal address to send you updates on the impact of your donation, overviews of events and campaigns that have occurred and to let you know how you can get involved in our fundraising and campaigns. We may also contact you by phone and email.

We will always respect your privacy and you will always have the option stop hearing from us by requesting this in writing addressed to Designated Privacy Individual, Symptomatic Breast Centre, University Hospital Galway, or by emailing data@breastcancerresearch.ie

6.5 To communicate National Breast Cancer Research Institute messages to you through other media channels

We may use your information for re-marketing and advertising purposes across other online channels like Facebook, Google, Twitter, etc., where your information will be kept safe and secure and not shared with any further third parties by us. At any time, you can request your information not be shared with these channels by sending a request to data@breastcancerresearch.ie

7. How do we protect your information?

We use a variety of security measures to securely process and keep your personal information safe when you interact with us both in person and through our website.

We take, and will continue to take, all reasonable steps (which includes relevant technical and organisational measures) to guarantee the safety of the data you provide to us and we will only use the data for the intended purpose.

However, the nature of the internet is such that we cannot guarantee or warrant the security of any information you transmit to us via the Internet will be 100% secure.

8. Do we disclose any information to outside parties?

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information.

Your information will only be shared with selected third-party service providers, contracted by the National Breast Cancer Research Institute, to assist with our campaigns. Your information will not be shared with any other organisation, other than with your permission, or where required by law. We may use your information, such as personal photographs etc. to acknowledge events that you have organised, attended or have been affiliated with. We may also use this information for promotional purposes going forward. This covers information shared using social media platforms and we will ensure the same level of protection is utilised in these instances.

In addition, we may disclose your information to public authorities with jurisdiction over the territories in which we operate to provide personal information of our users in compliance with the law or in the performance of legal procedure.

In any case of sharing your personal information with third parties, we endeavour to disclose it to such third parties only to the extent permitted by law and we require data recipients to process and protect your personal information in compliance with applicable laws and regulations. No information will be shared without your consent.

9. Your personal information rights

The National Breast Cancer Research Institute is committed to upholding the rights of individuals and have processes in place for providing individuals' access to their personal information. Under Section 4 of the Data Protection Acts 1988 and 2003, data subjects have a right to obtain a copy, clearly explained, of any information relating to them that is kept on computer or in a structured manual filing system or intended for such a system by any entity or organisation. This is referred to as a subject access request (SAR). Under GDPR no fee is applied and we have up to 30 days to respond to a SAR. When the requests made are complex and of a significant number, we may extend the response time by up to two months but we will notify you within a month of receiving the request, explaining the reason for the delay.

You can make this request in writing to Designated Privacy Individual, Symptomatic Breast Centre, University Hospital Galway.

10. Protection of minors' personal information

Anyone who is identified to be a minor under the laws of the country in which (s)he is located must obtain the consent of his or her parents or guardians before working with us / giving personal data.

11. Making a complaint

If you have a complaint about the use of your personal information, please let us know.

If you wish to make a complaint you may do so in person, by telephone, in writing and by email. Please be assured that all complaints received will be fully investigated. We ask that you supply as much information as possible to help our staff resolve your complaint quickly

You can also contact the Data Protection Commission in Ireland at www.dataprotection.ie.

12. Updates to this policy

We may make changes to this notice from time to time in event of process changes or improvements or in the event we change how we use your information.