

Palestine Trauma Centre (UK)

Privacy Policy

Welcome to our website. If you continue to browse and use this website, you are agreeing to comply with and be bound by the following terms and conditions of use, which together with our privacy policy, govern PTC UK's relationship with you in relation to this website. If you disagree with any part of these terms and conditions, please do not use our website.

COOKIES

Cookies are small amounts of information that we store on your computer. Unless you have indicated your objection when disclosing your details to us, our system will issue cookies to your computer when you log on to the site. Cookies make it easier for you to log on to and use the site during future visits. They also help to monitor website traffic and to personalise the content of the site for you. You may set up your computer to reject cookies although, in that case, you may not be able to use certain features on our site. If you do not wish to receive cookies in the future, please contact us.

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PTC UK takes your privacy very seriously. PTC UK has adopted this Privacy Policy as we recognise the right of people to keep their personal information private. This Privacy Policy covers PTC UK's treatment of personally identifiable information that we collect or hold.

THE INFORMATION WE COLLECT

When you visit, or register for services on our site PTC UK will collect general information about you, such as your name, email address, contact details so PTC UK can add you to the mailing list. We may also collect this and other types of personal information during the course of dealing with you, for example credit or debit card information when you wish to donate monies to PTC UK, when you register for conferences or events, and when you participate in PTC UK activities or complete other forms. We may also collect information about your usage of our website as well as information about you from e-mails or letters you send to us.

HOW WE USE YOUR INFORMATION

PTC UK will use the personal information we collect for the purpose disclosed at the time of collection, or otherwise as set out in this Privacy Policy. We will not use your personal information for any other purpose without first seeking your consent, unless authorised or required by law. Generally we will only use and disclose your personal information as follows:

- to establish and maintain your involvement with PTC UK, including providing you with regular correspondence;
- to provide the products or services you have requested from PTC UK;
- to answer your inquiry by post, telephone, mobile phone, fax as well as email;
- to register you for events, conferences;
- to assist us to make PTC UK's sites, services and products more valuable to our community;
- for direct promotion of products or services and to keep you informed of new developments we believe may be of interest to you. If we contact you in this way without obtaining your prior consent, we will

provide you with the opportunity to decline any further promotional communications; and

- to different parts of PTC UK to enable the development and promotion of other products and services and to improve our general ability to assist PTC UK attendees and the wider community.

The information you provide to us will be held on computers in the UK and may be accessed by or given to our staff and associated staff working outside the UK who act for us for the purposes set out in this policy or for other purposes approved by you. Those parties process information, fulfil and deliver orders, process credit card payments and provide support services on our behalf. We do not intend to store or currently store financial details (credit or debit card numbers). We do not store details online nor do we pass any information to third parties, except where we are legally required to do so, to assist fraud reduction and minimise credit risks.

Your personal information will be kept strictly confidential. It is never sold, given away, or shared with anyone, unless we're required to by law.

ACCESS TO YOUR INFORMATION

You can request access to the personal information that PTC UK holds about you by contacting PTC UK's Privacy Officer as set out below. We will provide you with access to your personal information unless we are legally authorised to refuse your request. We may charge a reasonable amount for providing access.

If you wish to change personal information that is out of date or inaccurate at any time please contact us. After notice from you, we will take reasonable steps to correct any of your information which is inaccurate, incomplete or out of date. If you wish to have your personal information deleted please let us know and we will delete that information wherever practicable.

We may refuse your request to access, amend or delete your personal information in certain circumstances. If we do refuse your request, we will provide you with a reason for our decision and, in the case of amendment, we will note with your personal information that you have disputed its accuracy.

SECURITY

PTC UK will take reasonable steps to keep secure any personal information which we hold and to keep this information accurate and up to date. Personal information is stored in a secure server or secure files.

The Internet is not a secure method of transmitting information. Accordingly, PTC UK cannot accept responsibility for the security of information you send to or receive from us over the Internet or for any unauthorised access or use of that information. We take security measures to protect your information from access by unauthorised persons and against unlawful processing, accidental loss, destruction and damage. Your information will be held for a reasonable period or as long as the law requires.

CHANGES TO THIS PRIVACY POLICY

PTC UK may amend this Privacy Policy from time to time by having the amended version available on our website at www.ptcuk.org. We suggest that you visit our website regularly to keep up to date with any changes.

CONTACTING US

If you would like any further information, or have any queries, problems or complaints relating to PTC UK's Privacy Policy or our information handling practices in general, please contact our Privacy Officer by calling [07932 774237].