

Volunteer Data Privacy Notice

This privacy notice discloses the privacy practices for www.CatholicCharitiesOregon.org. This privacy notice applies solely to information collected by this website for volunteer and internship purposes. It will notify you of the following:

1. What personally identifiable information is collected from you through the website, how it is used and with whom it may be shared.
2. What choices are available to you regarding the use of your data.
3. The security procedures in place to protect the misuse of your information.
4. How you can correct any inaccuracies in the information.

Information Collection, Use, and Sharing

We are the sole owners of the information collected on this site. We only have access to/collect information that you voluntarily give us via creating and maintaining a Volunteer Profile or other direct contact from you. We will not sell or rent this information to anyone. We will use your information to respond to you, regarding the reason you contacted us. We will not share your information with any third party outside of our organization, other than as necessary to fulfill your request, e.g. to inform you of volunteer opportunities.

Unless you ask us not to, we may contact you via email in the future to tell you about volunteer opportunities, new programs or services of Catholic Charities, or changes to this privacy policy.

Your Access to and Control Over Information

You may opt out of any future contacts from us at any time. You can do the following at any time by contacting us via the email address or phone number given on our website:

- See what data we have about you, if any.
- Change/correct any data we have about you.
- Have us delete any data we have about you.
- Express any concern you have about our use of your data.

Security

We take precautions to protect your information. When you submit sensitive information via the website, your information is protected both online and offline.

Wherever we collect sensitive information that information is encrypted and transmitted to us in a secure way. You can verify this by looking for a lock icon in the address bar and looking for "https" at the beginning of the address of the Web page.

While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only employees who need the information to perform a specific job (for example, Volunteer Managers) are granted access to personally identifiable information. The computers/servers in which we store personally identifiable information are kept in a secure environment.

CERVIS Data Privacy

- All customer data remains the **sole property of Catholic Charities of Oregon** and CERVIS does not use volunteer data for any purposes other than providing service to the customer
- All CERVIS employee access to customer data is **logged and audited**

- Password **complexity and duration are completely customizable** within the CERVIS application
- Customer can implement **IP address restrictions** for access to admin functions
- System includes bot detection and anti-bot functionality

If you feel that we are not abiding by this privacy policy, you should contact us immediately via telephone at 503-688-2689 or volunteer@CCOregon.org.