



Women4GlobalFund Privacy Policy

1. WHO WE ARE

Women4GlobalFund (W4GF) is a network founded in June 2013 by a coalition of individuals and organisations concerned that gender equality was not receiving sufficient attention at the time of substantial transitions within the Global Fund. Half a decade into its existence W4GF has seen transformation and growth through the extension of global partnerships.

W4GF aims to support women and girls in all their diversity to access Global Fund resources for gender-sensitive and gender-transformative programmes addressing HIV, TB and malaria. Through leveraging Global Fund resources and processes more organisations led by gender equality advocates, in particular key affected women and girls, will receive adequate resources for scaling up quality programmes that will better meet their needs and rights and have an impact on HIV, TB and malaria (the three diseases).

Given that W4GF is not a legal entity ICW Global serve as W4GF's administrative partner under a new grant provided by ViiV Healthcare in 2018. W4GF continues to autonomously have oversight and manage its relationships with women in all our diversity.

If you have any questions about this Privacy Notice or on how we use your personal data please contact Sophie Dilmitis, Global Coordinator (details below) or write to info@women4gf.org

2. WHY WE PROCESS PERSONAL DATA ABOUT YOU

The W4GF Secretariat works with women and men who work to advance gender equality in Global Fund implementing countries. Together we create meaningful relationships and conduct advocacy to advance gender equality through the Global Fund. We do this by sharing relevant information, publications, and events, all either created by ourselves or other partners. We are proud of the relationships we have with all W4GF Advocates, partners and colleagues and all personal information is stored with respect and we strive to contact and connect with you in the most appropriate way. We strive to improve our service and relevance and to ensure we work efficiently and effectively.

In many cases, we are processing your personal information because you have asked us to keep you in touch about our activities. Sometimes we also ask you for specific consent, for example to check that you want to receive information from us by email, by WhatsApp and/or by other electronic or postal means.

We also expect to use your personal data in accordance with the W4GFs interests:

- Analysing your data when you apply for W4GF workshops and events
- Promoting the objectives of W4GF
- Holding relevant project-related and other networking events
- Ensuring Advocates up to date about our activities and related information through emails and in the future - mailchimp newsletters and whatsapp groups
- Fostering long-term relationships with our partners, colleagues and others, to support our development and objectives
- Maintaining a record of our partners and colleagues for historical or research purposes.

3. TYPES OF PERSONAL DATA WE PROCESS AND HOW IT IS OBTAINED

W4GF holds a database for each workshop we have held and all the details of workshop participants culminate into one database. Our database contains personal information collected by W4GF during the course of our relationship with advocates, colleagues, partners and relevant others.

- The information we hold may include some or all of the following: your name(s), your gender, your age, the name of your organisation/network and/or email, your personal and/or work telephone no., your work title, the country you live in, your occupation, health status and professional interests. We assure you that none of this information is disclosed publicly but kept more for logistics related to workshops and demographic record keeping purposes.
- Most of the information we hold is obtained directly from you, for example information that you provide when applying to attend a W4GF training or workshop. When a partner leaves an organisation, they can provide their personal or new organisation contact details, if they wish, by contacting us on the email address below. We also collect personal data from you when you participate in events and activities such as W4GF webinars.
- We do not use third-party companies to research or profile but we may analyse publicly available information about potential donors to contact you about initiatives and events that may interest you, or to make appropriate requests. This includes information on professional social media networks such as LinkedIn and Facebook.

4. ACCESS TO PERSONAL DATA AND WHO WE SHARE IT WITH

For the most part personal data collected by us will remain within the W4GF Secretariat for specific purposes (eg to organise a networking event or to ask a former contact if they wish to speak at a W4GF event). All W4GF staff and consultants have signed a confidentiality clause as a part of their contract to work with us to maintain this level of safety.

None of our processing activity is currently carried out on our behalf by third parties such as database providers, web developers and event booking platforms. In the unlikely event that this were to occur in future, this would be subject to contractual assurances that personal data will be kept securely and only in accordance with W4GF's agreement and/or specific direction. We would never sell your data to a third party.

5. HOW LONG WE KEEP PERSONAL DATA

W4GF will retain your personal data for the duration of our operation, unless you ask us to remove your information. We will send out an email requesting updates every two years.

In the case of data acquired specifically for research purposes, these data will be kept for the duration and in the confidential manner required by the academic institution concerned. This may be for longer than the existence of W4GF.

We will keep information about you as long as we have a legitimate or legal reason to do so. We will always try to ensure that the information we hold about you is up to date, reasonable and relevant. We retain details of our partners, colleagues and others as described above indefinitely so that we can communicate with you as part of our international community. You may change your contact preferences at any time (see Your Rights below). We may also need to keep a record if you tell us that you do not want to hear from us anymore, so that we do not inadvertently add you to our mailing list in future.

6. YOUR RIGHTS

You can tell us at any time that you do not wish to remain connected to us or receive information promoting our activities and events. You can also change your communication preferences by contacting us or responding to one of the communications we send to you.

Consent: you have the right to withdraw consent where given. Please be aware that we may not be relying on consent to process your data but may have another lawful reason to process the personal data in question even without your consent.

Access: you have the right to access and understand personal data held about you, and in some cases ask for it to be erased or amended or have it transferred to others, or for W4GF to stop processing it – but subject to certain exemptions and limitations. If you wish to access or transfer data to another person or organisation, or you have another objection to how your personal data is used, you should put your request in writing to the Global Coordinator (see contact details below). W4GF will endeavour to respond to written requests as soon as is reasonably practicable.

Accuracy: we will endeavour to keep information we hold about you up to date and as accurate as possible. You can ask us to erase or correct any out of date, irrelevant or inaccurate information we hold about you (subject to certain limitations and exemptions under Data Protection Law). Please contact W4GF if you want to amend your personal information.

You may have heard of the "right to be forgotten". However, we will sometimes have compelling reasons to refuse specific requests to amend, delete or stop processing your personal data: for example, a legal requirement, or where it falls within a legitimate interest identified in this Privacy Notice. All such requests will be considered on their own merits.

7. THIS PRIVACY NOTICE

We will review and update this Privacy Notice from time to time. Any substantial changes that affect how we process your personal data will be provided to you directly as far as is reasonably practicable. If you believe that we have not complied with this policy or acted otherwise than in accordance with Data Protection Law, you should contact the Global Coordinator at the email address below.

8. CONTACT DETAILS

For more information please contact

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