



## **Privacy Statement**

Effective date: 25/05/2018

### **Introduction**

This is the Privacy Statement of Temple Street Foundation as it relates to this Site. We are not responsible for the content or privacy practices of other websites. Any external links to other websites are clearly identified as such.

Temple Street Foundation respects the rights of users of our Site and is committed to protecting your privacy in accordance with Data Protection legislation at all times. We will not collect any personal information (also referred to as personal data) about you on this Site without your permission or otherwise in accordance with Data Protection legislation.

You are not required to provide us with any personal information (or personal data) in order to use our Site. However, where you choose to give us personal data, via online feedback forms, registration forms, online donations or e-mail, then we will treat your personal information in accordance with Data Protection legislation.

By simply visiting our Site, you do not disclose, nor do we collect, personal data about you. The information collected about your visit is limited to technical data such as:

- The Internet address (or IP address) of the device you used to access this Site;
- Whether you reached the Site using a search engine or if you clicked a link on another website;
- The type of web browser you used;
- The type of device you used to access the Internet.

We use this data for administrative and statistical purposes as well as to help us improve our Site. This technical data does not provide us with the personal data of visitors to our Site.

Most websites use cookies in order to improve the visitor experience by enabling that website to 'remember' you, either for the duration of your visit (using a 'session cookie') or for repeat visits (using a 'persistent cookie'). Cookies may be set by the website you are visiting ('first party cookies')

TEMPLE STREET FOUNDATION, TEMPLE STREET CHILDREN'S UNIVERSITY HOSPITAL, DUBLIN 1  
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EIRCODE: D01 YC67 CHARITY REG NO: CHY 13534

DIRECTORS: MR. DAVID MCCANN (CHAIR), MS. SIOBHAN BRADY, MS. EMER FINNAN, MR. CORMAC MCALINDEN,  
MR. MICHAEL MONAGHAN, MR. TERENCE O'ROURKE, JUDGE ANN RYAN, MR. VINCENT SHERIDAN, MR. DONAL SPRING,  
CHIEF EXECUTIVE: MS. DENISE FITZGERALD, COMPANY SECRETARY: MS. ANDREA NEILL

or they may be set by other websites who run content on the page you are viewing ('third party cookies'). Site uses cookies and, by continuing to use this Site we assume you agree to their use.

**For further information on Internet browser cookies please see our relevant Cookie Policy document.**

### **Giving us your Personal Information**

Please note that where you provide us with your personal information (e.g. name, e-mail address, work address, phone and/or other contact information), through a facility provided on this Site or directly to us by e-mail, you consent to us:

- a) Processing and administering your personal data to perform all necessary actions to give effect to your request or instruction; and
- b) Retaining a record of incoming and outgoing communications (e.g. e-mail). We promise to never share your details with any other organization Information in the e-mail we receive and send only any third party without the permission of the sender unless otherwise in accordance with the Data Protection legislation.
- c) Your personal data will be stored on a secure database and server

Please note that by using this Site you are giving us your consent to process your personal data as outlined in this Statement. Your consent is also provided to any successor or assignee of Temple Street Foundation and/or any of its businesses. We inform all persons who submit their personal data to us of these conditions by this Privacy Statement.

### **Profiling:**

From time to time, we will assess and analyse our data to ensure that we best understand your preferences and requirements. As a result, your personal data may be profiled against certain relevant criteria, such as location, donation history or marketing preferences ; and you will receive direct marketing according to consent provided.

### **Opt-in and Opt-out:**

Temple Street Foundation operates a strict "opt-in" policy for individuals. That means we will not send you any information or direct marketing unless you have explicitly consented to receive post/e-mail/text/social media message updates from us.

For businesses, Temple Street Foundation operates, in compliance with the relevant Data Protection legislation, an "opt-out" policy. This means that we will continue to contact businesses

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with news and information of our goods and services until we are informed that this communication is no longer required.

If you (whether an individual or business customer) wish to be removed from our direct marketing list and do not wish to receive any further information from us (opt-out) you can inform us of this by:

- calling us 01 8784344
- clicking on the link at the bottom of each e-mail communication, you receive from us
- or by post to: Temple Street Foundation, Children's University Hospital, Temple Street, Dublin 1

Once this information is received we will immediately remove you from our direct marketing database.

Further information on opt-in and opt-out options with regard to direct marketing is available at:

[https://www.dataprotection.ie/docs/DIRECT\\_MARKETING\\_A\\_GENERAL\\_GUIDE\\_FOR\\_DATA\\_CONTROLLERS/905.htm](https://www.dataprotection.ie/docs/DIRECT_MARKETING_A_GENERAL_GUIDE_FOR_DATA_CONTROLLERS/905.htm)

### Security of Data

Temple Street Foundation takes seriously its security obligations in respect of your personal data under the Data Protection Acts in order to prevent unauthorised access to, or alteration or destruction of personal data in our possession. These measures are reviewed regularly.

To ensure the security of your credit card on this site, we use Secure Socket Layer (SSL) technology which means that the transfer of all data between your browser and our site has been encrypted.

When you supply us with your laser/credit card information in the context of an online transaction for services supplied to you, this information is not retained on this site. Rather, it is securely transferred to Realex, a secure online payments provider.

### How long we keep your data:

We will keep the personal data of supporters no longer than is deemed necessary. This will depend on the purpose for which we process your data. We retain the personal data of suppliers for as long as is deemed relevant and legally necessary. We will retain the personal details of past, current or future employees in line with employment law. We keep information on people whose data we process in line with our retention policy, which is guided by statutory requirements for certain data (e.g. financial records or health and safety records), our own internal risk assessments, or established standards and practices.

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### Right of Access

Where you have provided us with your personal data you have a right to be given a copy of your personal data in accordance with Article 15 of the General Data Protection Regulation subject to certain exceptions. You have the right to be given a copy of your personal data which you may have supplied to us via the Site.

To exercise this right, you must make your request by post and send it to our address as specified below and include with the request, two forms of ID (preferably a Passport and driver's license), and a copy of a utility bill which will verify your address. A request will be dealt with as soon as possible to the address below and will take not more than 30 days to process.

Anna Corish  
Temple Street Foundation  
Temple Street Children's University Hospital  
Temple Street  
Dublin 1  
Anna.corish@cuh.ie

Please note the following important requirements:

- We reserve the right not to process an access request that is not accompanied by proof of identification;
- We are obligated to provide you with your information for free
- We are obligated to provide you with electronic requests as per Recital 63
- Please refer all data protection queries to Anna Corish via email [anna.corish@cuh.ie](mailto:anna.corish@cuh.ie)

### Right of Rectification or Erasure

If we hold incorrect information about you which was originally submitted by you through this Site, you have the right to have the data amended. You also have the right to have any information you have sent to us via this Site erased. To request your right to rectification and/or erasure please send your request in writing to:

Anna Corish  
Temple Street Foundation  
Temple Street Children's University Hospital  
Temple Street  
Dublin 1  
Anna.corish@cuh.ie

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This request must be accompanied by:

- Two forms of ID (preferably a Passport and driver's license), a copy of a utility bill which will verify your address
- A description of the specific personal data you wish rectified.

If you request erasure of your personal data all your data will be erased subject to the following important notice:

- We are not required to rectify or erase your data where to do so would prevent you from meeting your contractual obligations to us or where we are required to process (including retaining) your personal data for a lawful purpose in accordance with the Data Protection Acts.

Temple Street Foundation trusts that you appreciate that we respect and value your right to privacy, and that our honesty and integrity shall mean that you will continue to trust us with your personal data, knowing that we will not use it for any inappropriate purpose.

### Terms and Conditions

Access to this Site and the use of information contained on it is governed by the terms and conditions set out below. As these terms and conditions are for the protection of both you and Temple Street Foundation we advise that you please take the time to read them carefully.

By using this Site you will be deemed to have accepted these terms and conditions. Please note that this Site is owned and operated by Temple Street Foundation and that references to "we", "us" and "our" mean Temple Street Foundation.

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No third party is permitted to link any other website to this Site without obtaining Temple Street Foundation's prior written consent.

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### Disclaimer

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We do not accept liability for any inaccuracies or omissions on this Site. All implied warranties are excluded to the fullest extent permissible under law.

We reserve the right to update or alter the information on this Site including these terms and conditions at any time without giving notice of the alterations. Temple Street Foundation does not give any warranty of uninterrupted use of this Site and Temple Street Foundation do not accept liability for any information posted on this Site by third parties.

You will ensure that your use of this Site complies with all applicable laws and regulations, including but not limited to those principles of law which protect against compromise of copyrights, trade secrets, proprietary information and other intellectual property rights, liable or defamation of character, invasion of privacy or tortious interference.

No data transmission over the Internet can be guaranteed as totally secure. Whilst we strive to protect such information we do not warrant and cannot ensure the security of any information which you transmit to us. Accordingly, any information which you transmit to us is transmitted at your own risk. Nevertheless, once we receive your transmission, we will take reasonable steps to preserve the security of such information.

You agree not to post or publish any offensive, defamatory or unlawful material that could encourage or constitute a criminal offence, civil liability or violation of any law.

Temple Street Foundation reserves the right to monitor or review the contents of the Site but are not obliged to do so and assume no liability or responsibility for the contents therein.

Temple Street Foundation reserves the right to remove any materials posted to the Site at its absolute discretion.

Temple Street Foundation may disclose your identity to relevant parties to aid any investigation.

You warrant that the information you enter on this Site is accurate and you indemnify us in respect of any damage or legal costs arising out of any action taken against us in respect of the material posted by you.

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### Glossary of Technical Terms used

- **IP address:** The identifying details for your computer (or your internet company's computer), expressed in "internet protocol" code (for example 192.168.55.34). Every computer connected to the web has a unique IP address, although the address may not be the same every time a connection is made.
- **Personal data:** means information about you which can identify you and which is within the possession of Temple Street Foundation (e.g. your name and address)
- **Web browser:** The piece of software you use to read web pages. Examples include; Microsoft Internet Explorer, Google Chrome, Firefox and Safari.

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For further information on your rights and the General Data Protection Regulation, please contact:

Office of the Data Protection Commissioner  
Canal House  
Station Road  
Portarlinton  
Co Laois  
R32 AP23  
info@dataprotection.ie