

This document contains the Privacy Policy of Fundacja Polska Akcja Humanitarna with its registered seat in Warsaw at the following address: ul. Szpitalna 5/3, 00-031 Warsaw, hereinafter "Foundation", which has been drawn up in accordance with the Regulations of the website [www.listenforsyria.com](http://www.listenforsyria.com)

The current Privacy Policy found at the above address applies to all users of [www.listenforsyria.com](http://www.listenforsyria.com).

If you do not agree with this Privacy Policy, please do not visit [www.listenforsyria.com](http://www.listenforsyria.com)

## **I. Type of personal data collected by the Foundation.**

1. During your visits to our website we will automatically collect technical data concerning your visit, e.g. your IP address, domain name, browser type, operating system etc..
2. When you contact use via the website, by phone, e-mail etc. you provide us with your personal data, e.g. name, surname, e-mail address etc..

## **II. Data uses.**

1. All data processed by the Foundation are protected in accordance with the personal data protection act dated 29 August 1997. The personal data will be used by the Foundation solely for the purposes of performing the agreement on the electronic provision of services per the personal data protection act and the act on the electronic provision of services. If you agree to this, the data collected will also be used for marketing purposes, market research, as well as studies of the behaviour and preferences of the website's users.
2. The technical data that are collected automatically may be used for analysing the behaviours of the users of [www.listenforsyria.com](http://www.listenforsyria.com), collecting demographic information, and also for the purposes of monitoring the website's viewing statistics or for the personalisation of its contents.
3. The Foundation is the sole holder of the personal data that you provide. The personal data will not be sold to or shared with any third parties.
4. The Foundation is the personal data administrator and it will be processing the personal data in accordance with the personal data protection act dated 29 August 1997 and the act on the electronic provision of services dated 18 July 2002.

## **III. Changes to the personal data.**

1. Everybody has the right to access his or her personal data.

2. You can update, correct, supplement or change your personal data by directly notifying the Foundation about the change in your personal data, and in particular by phone, fax or e-mail.
3. If you do not share your personal data or delete them, the Foundation reserves the right to refuse to provide services electronically to you.

#### **IV. Cookies.**

1. www.listenforsyria.com may use cookies, enabling it to identify your browser while using this website. **By remaining on this website you agree to the use of cookies. If you do not want cookies being saved on your computer, change your browser settings.**
2. Cookies are small text files sent by the Foundation's server and saved by the user's computer that may be read only by the system that saved them. Cookies are used solely to facilitate identification. They contain information that is required to correctly display the Foundation's website, such as the IP address, domain name, browser type.
3. Cookies do not allow downloading any personal or address information of the user, nor are they harmful for the computer, its data or its user, and therefore it is recommended that you do not prevent them from being saved in your browser settings. If you disable support for those files, some features of www.listenforsyria.com may become unavailable.

#### **V. Unsubscribing.**

1. You may contact the Foundation at any time if you no longer wish to receive marketing information from us concerning the promotional campaigns being organised, information about the Foundation's campaigns, information about the Foundation's current activities or requests for your support. We will stop contacting you with the information you specify. Your personal data will remain in our database and they will be processed only for the purposes defined by you.
2. You may also demand that the personal data you have provided be deleted in full and the Foundation undertakes to delete them permanently upon such demand. After your data are deleted from the Foundation's database we will be unable to contact you anymore or send you any information about our activities.

#### **VI. Complaints.**

1. You have the right to file complaints concerning the matters regulated by this Privacy Policy.
2. Complaints may be filed in writing, by registered mail to the Foundation's address: ul. Szpitalna 5/3, 00-031 Warszawa.

3. A correctly-filed complaint should contain at least the name and surname, mailing address, as well as the main text and the grounds for the complaint. Providing the above information is required for the complaint to be handled. Complaints that do not meet the above requirement will not be considered.
4. Complaints will be handled within 14 days from the date of receipt by the Foundation.

## **VII. Final provisions.**

1. The Foundation reserves the right to introduce changes into this Privacy Policy at any time. The changes come into force on the date of being published at [www.listenforsyria.com](http://www.listenforsyria.com)
2. If you have any additional questions concerning this Privacy Policy, you can contact the Foundation by writing to the following address: Fundacja Polska Akcja Humanitarna, ul. Szpitalna 5/3, 00-031 Warszawa or by sending an e-mail to: [pah@pah.org.pl](mailto:pah@pah.org.pl)
3. Data collected during correspondence between you and our Foundation will be used only to answer your question and they will not be shared with any third parties.
4. Matters unregulated by this Privacy Policy shall be subject to the Regulations and the law in force, including the personal data protection act dated 29 August 1997 and the act on the electronic provision of services dated 18 July 2002.