



# Privacy Policy

*Revised: March 10, 2014*

The Orange Catholic Foundation (the “**OCF**”) values your privacy. We have prepared this Privacy Policy to explain how we collect, use, protect, and disclose information and data when you use our Orange Catholic Foundation and our For Christ Forever websites (“**Sites**”) or OCF services (“**Services**”). This Privacy Policy also explains your choices for managing your information preferences, including opting out of certain uses of your Personal Information. By using the Site or Services you consent to this Privacy Policy.

## 1. Managing Your Information Preferences

You can always review, correct, update, or change your Personal Information or opt out of receiving certain e-mails by e-mailing us at [info@OrangeCatholicFoundation.org](mailto:info@OrangeCatholicFoundation.org). If you have questions or concerns regarding this Privacy Policy, please e-mail us at [info@OrangeCatholicFoundation.org](mailto:info@OrangeCatholicFoundation.org).

## 2. Information We Collect

### *Personal Information*

We collect information that personally identifies you, such as your name, address, phone number, e-mail, and other personally identifiable information that you choose to provide us with or that you chose to include in any account or profile you may create (“**Personal Information**”). You may be asked to provide us with Personal Information when you register or subscribe to our newsletter on the Site, contact us, use any of our Services, and at other times. The decision to provide this information is optional, however, if you choose not to provide the requested information, you may not be able to use some or all of the features of the Site or Services.

### *Usage Data and Site Activity*

We automatically collect information regarding the actions you take on the Site (“**Usage Data**”). For example, each time you use the Site we automatically collect the type of Web browser you use, your operating system, your Internet Service Provider, your IP address, the pages you view, and the time and duration of your visits to the Site. This anonymous usage information may be associated with any profile information or other identifying information, but we do not disclose the associated information to third parties. We use this information to help us understand how people use the Site and Services, and to enhance the services we offer.

### *Cookies and Web Beacons*

We use cookies (a small text file placed on your computer to identify your computer and browser). We also use Web beacons (an electronic file placed on a Web site that monitors usage). We use cookies and Web beacons to improve the experience of the Site and Services, such as pre-populating your username for easier login. We do not use cookies or Web beacons to collect Personal Information. Most Web browsers are initially set up to accept cookies. You can reset your Web browser to refuse all cookies or to indicate when a cookie is being sent, however, certain features of the Site or Services may not work if you delete or disable cookies. Some of our Service Providers may use their own cookies and Web beacons in connection with the services they perform on our behalf.

### **3. How We Use Information and When We May Share and Disclose Information Generally**

We use Personal Information for internal purposes only, such as to provide you with the Site and Services, to improve the Site and Services, to notify you of new services, programs, and events, and to otherwise communicate with you about the Diocese. We will not disclose Personal Information to third parties, including for their direct marketing purposes, without your consent, except as explained in this Privacy Policy. We may disclose to third parties, certain usage data regarding the Site and Services. However, in such cases, your Usage Data is aggregated with the Usage Data of others and does not identify you individually.

### **4. Service Providers**

From time to time, we may establish a business relationship with other organizations and businesses that we believe to be trustworthy and who have confirmed that their privacy practices are consistent with ours ("**Service Providers**"). For example, we may contract with Service Providers to provide certain services, such as hosting and maintenance, data storage and management, and marketing and promotions. We only provide our Service Providers with the information necessary for them to perform these services on our behalf. Each Service Provider must agree to use reasonable security procedures and practices, appropriate to the nature of the information involved, in order to protect your Personal Information from unauthorized access, use or disclosure. Service Providers are prohibited from using Personal Information other than as specified by the Diocese.

### **5. Other Transfers**

We may share Personal Information and Usage Data with organizations controlling, controlled by, or under common control with the Diocese. If the Diocese is reorganized, we may disclose or transfer Personal Information and Usage Data in connection with such reorganization. You will have the opportunity to opt out of any such transfer if, in our discretion, the new organization plans to handle your information in a way that differs materially from this Privacy Policy.

### **6. Compliance with Laws and Law Enforcement**

The Diocese cooperates with government and law enforcement officials and private parties to enforce and comply with the law. We may disclose Personal Information and any other information about you to government or law enforcement officials or private parties if, in our discretion, we believe it is necessary or appropriate in order to respond to legal requests (including court orders and subpoenas), to protect the safety, property or rights of the Diocese or of any third party, to prevent or stop any illegal, unethical, or legally actionable activity, or to comply with the law.

### **7. Be Careful When You Share Information with Others**

Please be aware that whenever you share information on any public area on the Site, that information may be accessed by others. In addition, please remember that when you share information in any other communications with third parties, that information may be passed along or made public by others. This means that anyone with access to such information can potentially use it for any purpose, including sending unsolicited communications.

### **8. Security**

We maintain physical, electronic, and procedural safeguards to protect the confidentiality and security of information transmitted to us. However, no data transmission over the Internet or other network can be guaranteed to be 100% secure. As a result, while we strive to protect information transmitted on or through the Site or Services, we cannot and do not guarantee the security of any information you transmit on or through the Site or Services, and you do so at your own risk.

## **9. Links To Other Web Sites**

Our Site and Services may contain links to other Web sites. A link to a third party's Web site does not mean that we endorse it or that we are affiliated with it. We do not exercise control over third-party Web sites. You access such third-party Web sites or content at your own risk. You should always read the privacy policy of a third-party Web site before providing any information to the Web site.

## **10. Children's Privacy**

The Site and Services are intended for users who are 18 years old or older. We do not knowingly collect Personal Information from children under the age of 13. If we become aware that we have inadvertently received Personal Information from a child under the age of 13, we will delete such information from our records.

## **11. Processing in the United States**

Please be aware that your Personal Information and communications may be transferred to and maintained on servers or databases located outside your state, province, or country. If you are located outside of the United States, please be advised that we process and store all information in the United States. The laws in the United States may not be as protective of your privacy as those in your location. By using our Site or Services, you agree that the collection, use, transfer, and disclosure of your Personal Information and communications will be governed by the applicable laws in the United States.

## **12. Privacy Policy Changes**

From time to time, we may change this Privacy Policy. If we decide to change this Privacy Policy, we will inform you by posting the revised Privacy Policy on the Site. Those changes will go into effect on the Revision Date shown in the revised Privacy Policy. Your continued use of our Site or Services constitutes your consent to the revised Privacy Policy.