



DATA PROTECTION & PRIVACY POLICY

Updated 20 October 2018

1. General.

1.1. Definitions.

- “The Global Pro Bono Bar” means The Global Pro Bono Bar Association, an incorporated 501(c)(3) non-profit organization.
- “Director” means a member of the Board of Directors of The Global Pro Bono Bar.
- “GDPR” means the General Data Protection Regulation.
- “Member” means a member of The Global Pro Bono Bar in accordance with its bylaws as in force at any relevant time.
- “Officer” means an officer of The Global Pro Bono Bar elected pursuant to its bylaws presently in force.
- “We” or any of its variant forms (including the possessive “our” or “us”) refers to The Global Pro Bono Bar, its Directors, its Officers, and its agents.

1.2. The Global Pro Bono Bar is an incorporated 501(c)(3) non-profit organization. Its aims and objectives are to empower individual advocates of conscience around the world to work together to realize universal human rights, human dignity, and critical public interest advocacy in areas of broad moral consensus. In order to support those negatively impacted by or forgotten in globalization, The Global Pro Bono Bar transfers the capacity for high-quality, impactful, and meaningful engagement from areas of overabundance to areas of need.

- 1.3. With the exception of official actions of The Global Pro Bono Bar, any views expressed at its events, publications or other projects are those of individual Members, speakers, or authors, and not of The Global Pro Bono Bar.

2. Data Protection Principles.

- 2.1. The Global Pro Bono Bar is committed to processing data in accordance with its responsibilities under the GDPR and other applicable laws. The Global Pro Bono Bar shall ensure that personal data are adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed.
- 2.2. This privacy policy sets out the basis on which we will process any personal information that we may collect about you as a visitor to our website or premises or as one of our Members, supporters or partners. If we collect your data, we want you to know exactly for what we are using it and to be reassured that we are keeping it securely. If you have a specific query about your data, please send it to Contact@probonobar.org.

3. Your Personal Information.

- 3.1. We collect information about you from your membership application. We will also collect additional information during the course of your membership about your interests, background, expertise, responses to surveys, attendance at events and other contact you have with us.
- 3.2. In collecting this information, we are acting as a data controller, and by law, we are required to provide you with information about us, about why and how we use your data, and about the rights you have over your data.
- 3.3. The information we collect includes:
 - Information provided by you, including your legal name, postal address, telephone numbers, fax and email addresses, date of birth, and gender;
 - Information about your relationship with The Global Pro Bono Bar, including your donation history and any feedback you have provided to The Global Pro Bono Bar;
 - Information about your specific interests, professional role, background and areas of expertise;
 - Information about your involvement with any projects, initiatives, advisory bodies, or the Board of Directors of The Global Pro Bono Bar;

- Records of conversations, emails and other communications with The Global Pro Bono Bar or its agents, Directors or Officers;
- Information collected from third-party data providers or publicly available sources; and
- Financial records relating to donations or other transactions (such as the renewal of membership), including direct debit mandates, credit card records, and other records, which The Global Pro Bono Bar may retain for a limited period of 7 years to conform with financial regulations and to share with third parties as necessary for the collection of fees or donations in accordance with your instructions (no sensitive card or bank payment details are stored by The Global Pro Bono Bar).

3.4. The above information is recorded in our databases:

- To help The Global Pro Bono Bar and other Members identify you and to confirm the appropriate type of membership (if any) that you may hold in The Global Pro Bono Bar;
- To administer your membership record, inform you of activities, and fulfil our obligations to you as a Member;
- In order that your name may appear in the list of Members on The Global Pro Bono Bar website as well as in event reports, newsletters, and search facilities available via The Global Pro Bono Bar website;
- In order to contact you with information regarding The Global Pro Bono Bar's events, initiatives, and projects, either locally or internationally (if you have given us consent to do so);
- In order to give you the ability to provide assistance and support to specific pro bono projects supported by The Global Pro Bono Bar;
- So that you can benefit from offers available to Members from partner organisations;
- So that you may be invited to contribute to the work of relevant projects, advisory bodies, and other programs or initiatives;
- So that we have a better understanding of the interests our Members share;
- For anti-money laundering due diligence, the conduct of background checks, or similar purposes;

- To allow us to protect The Global Pro Bono Bar or its Officers, Directors, and agents, including by promoting our ability to investigate, bring and defend legal claims; and
- To allow us to comply with our applicable legal and regulatory obligations.

3.5. We will use your personal information for the purposes for which you provided it to us, the purposes outlined above in Section 3.4, and any additional purposes described at the point at which that information was collected.

4. Data Storage

4.1. Your personal information is stored in our databases, which are password controlled and to which access is restricted. Data is never shared with third parties without your authorization. Personal data is held for the duration of your membership and for a reasonable time following such membership unless you request that it be removed from our systems.

4.2. Data relating to Members is stored in accordance with standard data security practices and is only made accessible to The Global Pro Bono Bar or its Directors, Officers, or agents in their official capacities.

5. Access to Your Data

5.1. You can request that your data be changed or deleted by us on your behalf at Contact@probonobar.org.

6. Cookies

6.1. The Global Pro Bono Bar or its partners may make use of browser cookies in order to maintain the logical connection between your local device or computer and the web server. A browser cookie is a kind of small memory object for web sites, and its usage for technical reasons is all but required for basic functionality of complex web applications.

7. External Websites

7.1. The Global Pro Bono Bar is not responsible for the content of or policies expressed in any external websites to which there may be links to or from The Global Pro Bono Bar's website.

8. Linking to The Global Pro Bono Bar Website

8.1. You may link to The Global Pro Bono Bar website, provided that you:

- Link to our home page in a way that indicates the link is to The Global Pro Bono Bar home page; and
- Do so in a way that is both fair and not misleading.

8.2. You may not display all or any part of the contents of The Global Pro Bono Bar website in any other material not originated by us.

9. Archiving & Removal

9.1. To ensure that personal data is kept in accordance with your wishes and for no longer than reasonably necessary, The Global Pro Bono Bar conducts annual archiving and removal reviews to update systems in which personal data is stored in accordance with our current understanding of your wishes. Such reviews include updating this Data Protection and Privacy Policy (including with respect to our policies on archiving and removal) and considering what data should or must be retained, for how long, and why.

10. Security

10.1. The Global Pro Bono Bar ensures that personal data is stored securely using modern software that is kept-up-to-date. Appropriate security will be used to avoid unauthorized sharing of information.

11. Breach

11.1. In the event of a breach of security leading to (1) the accidental or unlawful access to personal data; or (2) the accidental or unlawful destruction, loss, alteration, or unauthorized disclosure of personal data, The Global Pro Bono Bar shall promptly assess the risk to people's rights and freedoms and, if appropriate, report this breach to relevant authorities.

12. Contact Us

12.1. We welcome questions, comments and requests regarding this privacy policy and our processing of personal information. Please send them to Contact@probonobar.org.

13. Changes to This Policy

13.1. Any changes to this policy will be posted to our website and also made available directly by request at Contact@probonobar.org. Please check back frequently to see any changes.

- END OF POLICY -