

### **Privacy Policy**

### **Confidentiality and Security**

The Second Harvest Food Bank of Northwest Pennsylvania respects your privacy and handles any information you provide us with care. Second Harvest's site is a safe environment for anyone who visits, makes a donation or volunteers. When you make a donation, volunteer, or schedule a food donation, Second Harvest may ask you for your name, physical address, email address, telephone number, as well as other relevant information (e.g. hours available to volunteer). The only personal data we gather from you is that which you voluntarily provide.

The information that Second Harvest gathers through use of its website and other communications tools is used solely to respond to inquiries, record and acknowledge contributions, and inform correspondents of Second Harvest activities. If you have questions about this, please contact Karen Seggi at 814-459-3663 x 112 or kseggi@nwpafoodbank.org.

### **Website Policy and Practice**

Second Harvest uses Google Analytics and Google AdWords conversion tracking to assess its website's performance and content. This involves the use of "cookies," or simple text files stored by a visitor's web browser, to collect anonymous data about visitors to and usage of Second Harvest's website. This information, which is not associated with a visitor's personal identity, includes pages viewed, date and time of visit, browser/technology type, donation revenue, conversion rate, geographic region, and marketing attributes as defined by Google.

Second Harvest respects the privacy of our online and offline donors and maintains strict donor information privacy policies. Second Harvest is the sole owner of information you provide and does not trade, sell, rent or share donor information with other organizations or individuals, nor send donor mailings on behalf of other organizations.

The Second Harvest website may include links to other sites that can provide you with additional information. While we strive to link only to sites that share our high standards and respect for privacy, we are not responsible for the content or privacy policies of other sites.

# **Transaction Privacy Information**

It is our desire to ensure complete security while transferring potentially sensitive and private information from your web browser to Second Harvest's computer system. Your information is protected through encryption and will not be shared. We will not divulge personal information to any other organization or individual other than that necessary to transact, fulfill and or account for online donations that you have authorized.

Please note that our service for online donations, Network for Good, also has its own privacy and security policy.

## **Discontinue Contact Upon Request Policy**

If you prefer not to receive any mail or email correspondence from us, please send us your request to be removed from mailing lists with your full name, address, phone number and email address. Send your request to Second Harvest Food Bank of Northwest Pennsylvania, 1507 Grimm Drive, Erie, PA 16501, or call 814-459-3663.

This policy is effective as of August 15, 2015. Questions, concerns, or complaints regarding Second Harvest Food Bank of Northwest Pennsylvania's privacy policy or practices should be directed by email to our Chief Executive Officer, Karen Seggi, <a href="mailto:kseggi@nwpafoodbank.org">kseggi@nwpafoodbank.org</a>, or by phone at 814-459-3663 x 112.

## **Modification of Privacy Policy**

Second Harvest may change the privacy policy at any time by posting the change or amended policy on this site.