



## **DigiBayanihan Privacy Policy**

Thank you for registering to DigiBayanihan. DigiBayanihan is committed to honoring the privacy of Registered Trainees, DigiBayanis and Visitors. This privacy policy, part of our overall Terms of Service (“Terms of Service”), covers personal information shared through DigiBayanihan.

This privacy policy applies to [www.digibayanihan.org](http://www.digibayanihan.org) (the “Website”), owned and operated by DigiBayanihan (“DigiBayanihan”, “We”, “Our”, “Us”). This privacy policy describes how we collect and use the personal information you provide on the Website. It also describes the choices available to you regarding our use of your personal information and how you can access and update this information.

DigiBayanihan takes your privacy seriously. We will not sell, lease, or exchange your personal data to, or otherwise share your personal data with, third parties in ways other than described in this Privacy Policy. By using DigiBayanihan, including services available at the [digibayanihan.org](http://digibayanihan.org) domains, you are using a service provided by DigiBayanihan (collectively, the “Service”) and you agree to be bound by the Terms of Service and this Privacy Policy. Some capitalized terms used in this Privacy Policy and not otherwise defined may be defined in the Terms of Service. This Privacy Policy only addresses activities from our servers.

### **1. INFORMATION COLLECTION & USE**

#### ***Registration***

The DigiBayanihan Service requires a login in order to provide you with a personalized account. During our account registration process, we will collect an email address, your first and last name, and a password from you. You must provide all of this information in order to obtain an account. After completing our registration form, you will receive a welcome email to verify your account. You may, at your option, also store your social media credentials as part of your account with Our Service.

#### ***Communications with Squarespace***

We use third party service providers to assist Us in managing and administering communications and emails sent to Us through the Website and through some Squarespace managed sites. Any personal information disclosed through such communications will be governed by such third party vendors’ privacy policies.



### ***Comments and User Content Posted to the Website***

If you post any Comments or User Content on the Website, you should be aware that any personal information you choose to provide there may be read, collected, or used by other users of the Website, as well as other third parties. We cannot guarantee that other users have not made copies of and/or will not use such information outside of the Website. We are not responsible for information you choose to post in this forum.

### ***Social Media***

The Website provides users the opportunity to interact and post content through various social media sites. Your interactions with such tools, and any information you provide in connection with these interactions are publicly viewable outside of the Website domain. Each social media site has its own privacy policies that may be more or less protective than this Policy. If you do not wish for this information to be disclosed, then you should not use these tools. We are not responsible for information you choose to post with such tools.

Our site also includes Social Media Features, such as the Facebook button, and Widgets, such as the Share this button or interactive mini programs that run on Our site. These Features may collect your IP address, which page you are visiting on Our site, and may set a cookie to enable the Feature to function properly. Social Media Features and Widgets are either hosted by a third party or hosted directly on Our Site. Your interactions with these Features are governed by the privacy policy of the company providing it.

## **2. USES OF INFORMATION**

DigiBayanihan collects the aforementioned personal information in order to provide you with a service that allows you to maintain an online presence. Various features in Our Website management system will, at your discretion, display your name, or adjust the date and time of events based on your locale.

DigiBayanihan also uses information collected through its Service to send out notifications regarding service related issues. We also may use and disclose your information to Our third party service providers in order to send you messages regarding new services or other products from DigiBayanihan. These companies are authorized to use your personal information only as necessary to provide these services to Us.

Information collected through Our service logs is used only to identify potential cases of abuse and establish statistical information regarding Website traffic. This statistical information is not otherwise aggregated in such a way that would identify any particular user of the system.



DigiBayanihan is the sole owner of information collected on <http://www.digibayanihan.org/>. Your information is never shared, leased or given to any third parties in ways other than disclosed in this Privacy Policy.

### **3. INFORMATION SECURITY**

We store all user information in secure databases protected via a variety of industry-standard access controls. Secure passwords, SSL encryption, disk-based encryption, firewalls, and other measures are in place to help Us protect your data. However, no company, including DigiBayanihan, can fully eliminate security risks associated with the transmission of personal information through online transactions, and you do so at your own risk.

### **4. ACCESS TO PERSONALLY IDENTIFIABLE INFORMATION**

#### ***Changing Information***

All information that DigiBayanihan stores related to your account is accessible through your Profile and Account Settings. You may use this interface to correct, update or delete your information at any time, and We encourage you to keep this information up to date so that we can provide you better service

#### ***Data Retention***

We will retain your information for as long as your account is active or as needed to provide you services. We will retain and use your information as necessary to comply with Our legal obligations, resolve disputes, and enforce Our agreements.

### **5. COMMUNICATIONS FROM DIGIBAYANIHAN.**

#### **Service-related Announcements**

We will send you service-related announcements on occasions when it is necessary to do so. For instance, if Our service is temporarily suspended for maintenance, We might send you an email. Generally, you may not opt-out of these communications, which are not promotional in nature.

#### **Other Messages**

We may also send you messages from time to time about new features or services that We will offer to Our users.



## **6. INFORMATION SHARING AND DISCLOSURE**

### ***Aggregate Information (non-personally identifiable)***

We share aggregated demographic information about our user base with Our marketing partners. This information does not identify individual users. This information contains statistics related to traffic and the geographic location of our customers. We also may share aggregated user information with third parties who help us to analyze Our user base to improve the Service.

Other than as described herein, We do not link aggregate user data with personal information.

### ***Personally Identifiable Information***

DigiBayanihan party has access to personal information needed to perform necessary functions. In the event of a transfer by DigiBayanihan, customer information generally is one of the transferred business assets but remains subject to the commitments made in any DigiBayanihan pre-existing Privacy Policy (unless, of course, you indicate otherwise).

We may release account and other personal information when we believe release is appropriate to comply with the law; enforce or apply Our Terms of Service; or protect the rights, property, or safety of DigiBayanihan, Our users, or others. This includes exchanging information with other companies and organizations for fraud protection and credit risk reduction.

Other than as set out above, you will receive notice when information about you might go to third parties, and you will have an opportunity to choose not to share the information.

## **7. LOG FILES**

As is true of most websites, We gather certain information automatically and store it in log files. This information includes internet protocol (IP) addresses, browser type, internet service provider (ISP), referring/exit pages, operating system, date/time stamp, and clickstream data.

We use this information, which does not identify individual users, to analyze trends, to administer websites, to track users' movements around websites and to gather demographic information about Our user base as a whole. We do not link this automatically--collected data to personal information.

## **8. COOKIES**

We and Our partners, affiliates, or analytics or service providers use technologies such as cookies, beacons, tags, and scripts to analyze trends, administer the Website, tracking users' movements around the Website, and to gather demographic information about Our user base as a whole. We may receive reports based on the use of these technologies on an individual and aggregated basis.



We use cookies for authentication, tracking user sessions, preferences, and movements around the website, anonymous and aggregated marketing analytics, performance analytics, retargeting, and tracking aggregate trends. Users can control the use of cookies at the individual browser level. If you reject cookies, you may still use Our website, but your ability to use some features or areas of Our website may be limited.

#### **11. BULLETIN BOARDS/CHAT ROOMS/MEMBER WEBSITES/TESTIMONIALS**

If you use a bulletin board or chat room on the Website, you should be aware that any personal information you submit there can be read, collected, or used by other users of these forums, and could be used to send you unsolicited messages. We are not responsible for the personal information you choose to submit in these forums.

#### **12. LINKS TO OTHER SITES**

This Website contains links to other sites that are not owned or controlled by DigiBayanihan. Please be aware that We are not responsible for the privacy practices of such other sites.

We encourage you to be aware when you leave Our site and to read the privacy of each and every website that collects personal information.

This Privacy Policy applies only to information collected by this Website.

#### **13. CHANGES IN THIS PRIVACY POLICY**

If We decide to change Our privacy policy, We will post those changes to this Privacy Policy, the homepage, and other places We deem appropriate so that you are aware of what information We collect, how We use it, and under what circumstances, if any, We disclose it. We will not materially change Our policies and practices to make them less protective of customer information collected in the past without the consent of affected customers.

We reserve the right to modify this Privacy Policy at any time, so please review it frequently. If We make material changes to this Privacy Policy, We will notify you here, by email, or by means of a notice within your Squarespace Website Manager interface prior to the change becoming effective.