

Our Privacy Policy

1. Introduction

At Aqua for All, we respect your concern about your personal data and privacy. We therefore comply with the relevant laws and regulations, including the EU General Data Protection Regulation (GDPR).

This Privacy Policy describes the kind of personal data collected by Aqua for All and how this data is processed.

Aqua for All, based at Johanna Westerdijkplein 1, 2521 EN The Hague, the Netherlands, is responsible for the processing of personal data as indicated in this privacy policy.

Aqua for All's Privacy Policy applies to:

- Information submitted by job candidates and personnel, including consultants, volunteers and other hired staff.
- Users of the websites of Aqua for All.
- Recipients of publications and newsletters
- Representatives of projects, initiatives and partners, stakeholders, organisations (public and private) and service providers with whom Aqua for All engages.

This policy applies to Aqua for All, including its activities and responsibilities, at organisational level, and its following programmes and websites: <https://www.aquaforall.org>, and <https://www.footballforwater.org>.

2. Types of personal data collected

Aqua for All may collect and process personal data about you if you are employed or hired by us, cooperate with us in any way or are involved in our activities and programmes, and/or because you have provided your personal data via our contact or application forms on any of our websites.

We may process the following types of personal information:

Contact information

- Name
- Email address
- Telephone number
- Postal/ home address
- Profession

- Date of birth
- Bank account information
- Gender
- Copy of passport or ID card
- Citizen service number (BSN)
- Photographs
- Information relevant for HR, tax purposes or other job-related matters required by law.

3. How we use the collected information

For what purpose and on the basis of which we process personal data:

Aqua for All only collects and stores the necessary personal data. We do not store data longer than necessary for the purposes for which the data were collected and are processed, and in any case as long as specific regulations require.

We only process your personal data after permission is obtained from the person(s) concerned, for example via signing a contract with us or because you filled in your email address yourself.

Personal data are processed for the following purposes:

- Internal communication purposes and the day-to-day-execution of our work. For example, to contact a colleague or partner organisation by email or telephone when this is required to carry out our activities.
- Entering into and executing agreements and contracts.
- Processing payments.
- Complying with and enforcing legal requirements such as contractual obligations and for example information we need for tax purposes.
- Communicating about our work and activities. For example, distributing our newsletters including occasional invitations for events (co)organized by Aqua for All. If you no longer wish to receive updates about Aqua for All you can easily unsubscribe via the button 'unsubscribe' in the footer of the newsletter.

4. Personal data and information we share

a. ***Sharing and receiving of personal data and information within Aqua for All:***

Within Aqua for All, personal data and information may be forwarded between different relevant colleagues of our organisation, or with colleagues (liaisons, employees, advisers) in the countries we are working. We ensure to comply with the European data protection standards and regulations, even if the exchange of data and information take place outside the European Union.

b. ***Sharing and receiving personal data and information outside Aqua for All:***

Aqua for All only shares personal data and information with third parties if this is necessary for the execution of agreement(s) and/or to comply with legal obligations. For companies or organisations that process personal data on our behalf, a processor agreement ('verwerkersovereenkomst') has been concluded to ensure the same level of security and confidentiality of the personal data. Aqua for All remains responsible for these processing operations.

Aqua for All does not share personal data with third parties unless explicit permission has been given for this. We primarily work with third parties within the European Union.

c. ***No commercial use of your personal data:***

Aqua for All will not sell, share, distribute or otherwise make your personal data available to third parties, except as described in this Privacy Policy or with your permission.

5. Websites

<https://www.aquaforall.org> and <https://www.footballforwater.org> are websites of Aqua for All.

Cookies

When you visit our websites we may collect certain information by automated means, such as cookies. A cookie is a small text file that is stored on the computer, tablet or smartphone during the first visit to this website.

Football for Water:

The website of <https://www.footballforwater.org/> makes use of cookies. The role of these cookies is to analyze how much interest our site generates, helping us recognize whether you return to our site at a later date and more importantly how much interest is generated from regions of the world in which we are active with our partners.

Vercel & WordPress

The Aqua for All website is built with Vercel, and Football for Water website is built with WordPress. WordPress sets cookies that are categorised as 'strictly necessary'. If these cookies are not accepted the site may not work as expected. For more information, please visit www.vercel.com, or <https://www.wordpress.org/>.

No use of Google Ads or third-party analytics

Aqua for All does not advertise online and we do not use Google Ads (in the past AdWords). All IP address data (the address of your computer) is anonymised. In addition, we do not share our statistics with third parties, not even through Google. Aqua for All has not given Google permission to use Analytics information obtained through Aqua for All for other Google services.

6. Your rights and choices

By communicating your personal data you guarantee that these are accurate and complete.

How to view, modify or delete data:

You have the right to view, correct or delete your personal data. You also have the right to withdraw your permission of processing your data or to object to the processing of your personal data by Aqua for All.

You can send a request for inspection, correction or deletion to info@aquaforall.org. We will respond to your request as soon as possible, and within a maximum of four weeks.

Right to data portability:

You have the right to data portability. This means that a request can be made to us to send the personal information we have to you or to another organisation on your request. The information will be shared in a digital way for example email or Excel sheet.

You can send a request to share your data to info@aquaforall.org. We will respond to your request as soon as possible, and within a maximum of four weeks.

Right of complaint:

Your feedback is of great importance for us. As a learning organization, we are always looking to improve our services and activities.

All feedback can be sent to: info@aquaforall.org.

A formal complaint can only be made through a formal letter in which on the envelope it is clearly indicated 'complaint' and the category (see regulation). The complaint can also be sent by mail to: info@aquaforall.org with the formal letter attached as a scanned document, and in the subject of the mail: confidential/complaint/category. This is to guarantee confidentiality.

For detailed information on how we handle our complaints, we invite you to take a look at our [complaint procedure](#).

7. How we protect personal data

Aqua for All takes the protection of your data seriously. We have taken appropriate technical and organisational measures to prevent misuse, loss, unauthorized access, and counteract unwanted disclosure and unauthorized modification of personal data. The following measures are in place, among others:

- All our data is protected via dual login
- Antivirus software
- Regular updates and back-ups
- Special categories of personal information can only be accessed by authorised people or members of the staff (for example, financial Manager)
- A Data Breach Policy that establishes the procedure to be followed to ensure a consistent and effective approach for managing and documenting (suspected) data breach and information security incidents

- All Aqua for All websites use a reliable SSL Certificate to ensure that your personal information does not fall into the wrong hands.

If in your opinion your data is not properly secured, if there are any indications of misuse, or if you would like to have more information about the security of personal data collected by Aqua for All, please contact us via info@aquaforall.org.