

Board or Campaign Board Member Privacy Notice

What this means if you are a Board member or member of a Campaign Board

This section contains information which is specific to members of our Board of Trustees or of our Campaign Board.

Our Board of Trustees have overall control of a charity and lead it to ensure that its activities are aligned to its charitable objectives.

The Campaign Board is a select group of visionary philanthropists, business leaders and experts that helps to transfer the women's economic empowerment landscape.

What personal information do we collect about our Board and Campaign Board members?

The personal information we collect from you may include your:

- name, address and contact information (telephone number(s) and/or email address(es);
- Your date of birth
- contact preferences;
- donations you have made to the Foundation;
- credit card or other payment information (we only store this for as long as we need to process payment);
- bank details (if setting up a regular direct debit);
- Gift Aid declaration;
- details of correspondence sent to you, or received from you;
- Business information (for example, turnover, sector and aspirations);
- Professional information (for example, job title, employer, professional history); and
- any other information provided by you to the Foundation.

In addition to the above, when you visit our website we use cookies to improve your experience and personalise the service you receive. See our [cookies policy](#) for more information.

What about special category data?

Certain categories of personal information are recognised in law as sensitive, including health information and information regarding race, religious beliefs, and political opinions ('special category data') and personal data relating to criminal convictions and offences. We do not routinely collect such information about our Board or Campaign Board members unless that information has been manifestly made public by you (for example, where you have published your political opinions/affiliations).

How do we collect your personal information as a Board or Campaign Board member?

When you give it to us directly

We collect personal information that you may provide to us including when you:

- complete trustee appointment documents;
- provide identification documents;
- make a donation or complete a Gift Aid declaration;
- complete a membership joining or renewal form;
- become a partner; or
- respond to an invitation or attend an event.

When you give it to us indirectly

When appointed as a Board member, we may collect references prior to approving your application.

When we collect it as you use our website or apps

We collect information about the services you use and how you use them in a number of ways, including:

- When you visit our website, including through the use of cookies, we may automatically collection information about your equipment, browsing actions and patterns. See our [cookies policy](#) for more information; or
- When you view and interact with our emails and content

How do we use your information as a Board or Campaign Board member, and what is our legal basis for processing it?

We will only process your information if we have a legal basis for doing so, including: -

To fulfil a contractual obligation, for example: -

- To administer trustee indemnity insurance;
- To process financial payments

Where you have granted us consent, for example: -

- To request references

Where we have a legitimate interest, for example: -

- To register your details at the Charity Commission and Companies House on appointment as a Board member;
- To manage, review and/or assess any actual or potential contributions, whether these be through financial support, or in-kind donations, have been and/or will be received in line with our [ethical fundraising policy](#);
- To administer our internal operations, including the administration of activities involving our partners; or
- To improve our services to ensure that any content is presented to you in the most effective manner for you.

Where we are required by law to process your information, for example: -

- To comply with charity and company law

Our communications with you as a Board or Campaign Board member

We are committed to communicating with you in line with their preferences. This means we carefully manage the communications we send you to ensure that we are contacting you in the most relevant way.

You will not receive unsolicited mail from the Foundation unless you have agreed to receiving communications from us. If you are also an email subscriber see [What this means if you receive our emails](#).

What other organisations do we share your information with?

We may share your personal information with our service providers/data processors so that they can carry out work on our behalf. Whenever we engage a third party to act on our behalf we ensure that the contract we enter into with them require them to comply with UK data protection laws, to process your information only for the purposes we specify and to make sure they have the appropriate controls in place to protect the security of your information.

Examples of service providers/data processors include: -

- Our email distribution service provider;
- Providers that develop and maintain any Campaign Board events.
- CBFW website

How long do we keep your information?

We only keep your data for as long as necessary for the purposes set out in this Privacy Policy to fulfil our contractual obligations to you, to comply with legal requirements, tax and accounting rules, or for other reasonable legal purposes.

The retention period will vary according to the nature of the purpose under which the information is held. For example:

- We retain Gift Aid declarations in accordance with HMRC guidance, which in the case of a one-off donation is generally six years from the end of the accounting period in which the donation is received; the period is longer in the case of a declaration which applies to a series of donations or if an HMRC query is received during the normal retention period; and
- Online Content

[You can request further information about our retention policy by contacting us].