

ClientEarth privacy and cookie notice

ClientEarth

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[ClientEarth](#) (hereafter “we” or “us”) take your privacy very seriously and would advise you to read this Privacy Notice closely. This Privacy Notice may change from time to time, so please check it frequently.

This Privacy Notice sets out how your personal data will be processed as controlled by [ClientEarth](#), The Hothouse, 274 Richmond Road, London E8 3QW.

We only collect basic personal information from visitors to this website through the use of online forms and when you email us. We may also process your personal data as you provide directly to us or as we receive from our trusted partners in the charity sector.

This Privacy and Cookie Notice outlines:

What data we collect

How we use it

How long we keep it

Where we transfer and store it

Our use of Cookies

Your rights

Further information

If you have any queries regarding this policy or the use of your personal information, please contact us at: info@clientearth.org.

- **What data we collect**

Communications

We use your personal data to improve the user experience of our website and provide a better service. We also use it for staying in touch with you. By signing up to our newsletters and updates you agree to be contacted with such information. We may also receive your personal data through our trusted partners in the charity sector, including the British Lung Foundation, which we may also use to notify you of any updates on our Campaigns.

Additionally, we may also use your information collected through the submission of various forms through our website or from signing up at our events or other direct contact with you to invite you to give donations or otherwise contribute to our work.

We may hold the following personal data:

- Full name
- Email address
- Country
- Address
- Payment details
- Phone number
- Company Name
- Job title
- IP Address
- Gender
- Date of Birth
- Areas of interest

We will process this data on the basis of your consent in signing up to our newsletters and updates and/or our legitimate interest in informing you of our campaigns. You are able to opt out from emails at any time via the "Unsubscribe" link present at the bottom of every email communication we send. We will contact you in relation to services we feel will be useful for you by email or by phone.

When you engage with us directly in relation to certain campaigns, we may also process any data that you provide us in relation to the campaign. This will include, for example, on our Healthy Air Campaign, any data on your

medical conditions, and may include personal data relating to your children. We will process such data on the basis of your consent and/or our legitimate interest in researching our advocacy projects.

• Recruitment/HR

We will also process any data you send us for recruitment purposes in relation to any vacancies that we advertise. We process this with your consent and/or our legitimate interest in researching our candidates and offering them new positions.

This will include:

- Full name
- Email address
- Telephone number
- Employment history
- Sensitive personal data, including racial, ethnic, sexual, religious and/or disability information
- Any other details in your CV

We process this data on the basis of your consent. We may also process additional data later on in the recruitment process, which will be processed on the basis of your consent and/or employment contract, or where we have a legal obligation or it is in the public interest to do so (such as for immigration or diversity monitoring purposes). This will be further detailed in your employment contract.

• Fundraising

We may also process your data in relation to grants and fundraising, where you donate to us or we think you may be interested in donating to us. We will collect this data either from you directly, from our trusted partners in the charity sector, or from publicly available sources. This data will include:

- Full name
- Marital status
- Gender

- Date of Birth
- Address
- Email address
- Telephone Number
- Dietary Requirements
- Family members' details
- Funding History
- GiftAid information
- Education and Career information

We will process this data on the basis of your consent and/or our legitimate interest in receiving fundraising as a charity, which may include evaluating your suitability to donate to us. We may use this data to contact you in relation to donations on the basis of your consent or our legitimate interest where we have an existing relationship with you. We may also use such data for our contractual and/or legal obligations in reporting on our donations.

• Online Donations

Online donations to ClientEarth are processed by specialist third party service providers, who are under contract with ClientEarth and who are acting on ClientEarth's behalf. When a payment is processed by our service provider acting on ClientEarth's behalf, payment information is collected by the specialist third party service provider over a secure link and protected by industry standard software. ClientEarth itself does not collect any payment information (such as payment card details) and such payment information submitted by you when making a donation is not made available to ClientEarth. Our specialist third party payment service providers will use the information you provide to process your donation.

However, we may also process certain personal data in relation to donations that you make through various forms on our website, or using websites such as CAFDonate.

This will include:

- Full name
- Address

- Email address
- Telephone number

We process this data on the basis of your consent in providing you updates on our work and may occasionally ask you if you would like to donate further to us.

• How long we keep it

Communications

We will keep your personal data received when you sign up to our updates for two years, after which we will ask you again for consent to continue to receive marketing information from us.

Fundraising

We will keep your personal data for the duration of your relationship with us or as long as you are in contact with us, and up to two years after. Financial information may be help for up to six years for legal purposes.

Online Donations

We will hold any data that we receive when you make an online donation, as outlined above, for two years, to contact you in relation to your donation, with your consent.

Recruitment/HR

We will keep data you send us in relation to vacancies for the duration of your application and up to one year after in order to offer you new opportunities, unless you opt out of this, or extend this period with your consent. We may also hold it for longer if your application is successful.

• Where we transfer and store it

In addition to on our systems, the information that you provide to us may be stored in secure servers which are operated by trusted providers. We may also transfer your personal data – that may include name, address, email

address, mobile phone number, date of birth – to our partners in the charity sector, all of which are based in the European Economic Area (EEA), for the purposes of communicating with you.

We oblige all of our partners to sign contracts with us that clearly set out their commitment to respecting your Individual Rights, protecting your personal data – including not using it for any purpose other than for the agreed purposes – and their commitments to assisting us to help you exercise your Individual Rights.

Our trusted cloud providers, which we may use to store your personal data, include Mailchimp and Blackbaud. Mailchimp and Blackbaud use servers based in the United States of America. Mailchimp and Blackbaud have certified under the EU-U.S. Privacy Shield certification, which allows us to legally transfer your personal data to them.

You can view Mailchimp's Privacy Policy [here](#) and Blackbaud's Privacy Policy [here](#).

• Our use of Cookies

At ClientEarth, we use cookies to allow us to personalise your visits to this site, keep track of your preferences and learn about the way you use the site.

A cookie is a small text file that is downloaded onto your computer when you visit our website and allows us to recognise you as a user. Typically, these contain two pieces of information: a site name and unique user ID. All information these cookies collect is aggregated and anonymous. Cookies are essential to the effective operation of our website. Cookies make the interaction between you and the website faster and easier. Cookies may also be set by the website you are visiting (first party cookies) or they may be set by other websites who run content on the page you are viewing (third party cookies).

ClientEarth uses cookies:

- that are strictly necessary to enable you to move around our websites or to provide certain basic features;
- to enhance the functionality of the website by storing your preferences;

- to help improve the performance of our website on your device.

We require you to accept or decline certain cookies by accepting or declining our Cookie Consent Notice when first accessing our website. By accepting and using our websites you consent to our use of cookies as updated from time to time and the cookies we use will be stored on your device (unless this functionality is rejected or disabled by your browser). You may access our Cookie Consent Notice to decline cookies at any time subsequently.

Additionally, you may delete and block all cookies from any website, within your web browser settings if necessary. Please be aware that restricting or deleting cookies will impact on the functionality of the site.

Non-Essential Cookies:

A list of the non-essential cookies we use on the website are detailed below:
Google Analytics: analytics.js (__ga, _gat), used by Google to generate web analytics and for tracking how you use the website, compiling reports on website activity for website operators and providing other services relating to website activity and internet usage.. The information generated by the cookie will be forwarded to Google servers in the U.S. for statistical analysis purposes only.

Google Adwords: Using Google Adwords code we are able to see which pages helped to lead to contact form submissions. This allows us to make better use of our paid search budget.

Youtube/Vimeo: We embed videos from our official YouTube and Vimeo channel using a privacy-enhanced mode. This mode may set cookies on your computer once you click on the YouTube video player, but YouTube will not store personally – identifiable cookie information for playbacks of embedded videos using the privacy-enhanced mode.

Hotjar: We use [Hotjar](#) in order to better understand our users' needs and to optimize this service and experience. Hotjar is a technology service that helps us better understand our users experience (e.g. how much time they spend on which pages, which links they choose to click, what users do and don't like, etc.) and this enables us to build and maintain our service with user feedback. Hotjar uses cookies and other technologies to collect data on our

users' behavior and their devices (in particular device's IP address (captured and stored only in anonymized form), device screen size, device type (unique device identifiers), browser information, geographic location (country only), preferred language used to display our website). Hotjar stores this information in a pseudonymized user profile. Neither Hotjar nor we will ever use this information to identify individual users or to match it with further data on an individual user. For further details, please see Hotjar's privacy policy by clicking on [this link](#).

You can opt-out to the creation of a user profile, Hotjar's storing of data about your usage of our site and Hotjar's use of tracking cookies on other websites by following this [opt-out link](#).

Other Third Party Cookies

We have also included a number of features, which allow our users to share some of content via Facebook. This does not set a cookie by itself, but if one is present it will read it. Another service we use is provided through MailChimp, which helps us to design email newsletters, share them on social networks and integrate with our other services. Clientearth doesn't have direct access to those cookies and the use of those third-party cookies is governed solely by the respective service provider's Privacy statement.

Storage Time

The cookies are stored for a period of two years unless you clear their cache and the cookies themselves.

• Your Individual Rights

You have several individual rights in relation to your personal data that we collect, which we are committed to respecting. In particular, you have the right to:

- Request a copy of your personal information
- Request any inaccuracies in your personal information be corrected
- You may also ask to object or restrict the processing of your personal data and have your personal information erased, where appropriate.

Additionally, where we collect your personal details for sending you newsletters, campaigns or updates related to our work, or requests for donations, you have the right at any time to notify us that you no longer want to receive this information.

If you wish to raise a complaint on how we have handled your personal data, you can contact our office at info@clientearth.org and we will investigate the matter.

Opting Out of Cookies

You can manage the cookies stored on your device as well as stop cookies from being installed on your browser. For more information on how to manage cookies usage on your device, please let us refer you to information found on these topics on allaboutcookies.org, more specifically by clicking on the links below:

- - [Managing the Cookies Stored on Your Device;](#)
- Stop Cookies from Being Installed on your Browser.

Please note that if you prefer to block some or all of the cookies ClientEarth uses, you might lose some of our website's functionality.

You can choose to accept or opt out of cookies via our Cookie Consent Notice.

Data Security

ClientEarth uses reasonable administrative, technical, personnel and physical measures to safeguard personal information in its possession against loss, theft and unauthorised use or modification. While we strive to protect your personal information, you will understand that we cannot guarantee the security of any information transmitted to us over the internet. Therefore, please do not submit personal information to us online unless you accept the security risks of doing so.

- **Modifications and changes to this Privacy Notice**



This Privacy Notice was last updated on 18 May 2018. Any changes made to this Privacy Notice will be updated on our website and you will be notified by email if necessary and appropriate.

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ClientEarth is a registered charity that uses the power of the law to protect people and the planet.

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ClientEarth is a company limited by guarantee, registered in England and Wales, company number 02863827, registered charity number 1053988, registered office 10 Queen Street Place, London EC4R 1BE, a registered international non-profit organisation in Belgium, ClientEarth AISBL, enterprise number 0714.925.038, a registered company in Germany, ClientEarth gGmbH, HRB 202487 HB, a registered foundation in Poland, Fundacja ClientEarth Poland, KRS 0000364218, NIP 701025 4208, a registered 501(c)(3) organisation in the US, ClientEarth US, EIN 81-0722756, a registered subsidiary in China, ClientEarth Beijing Representative Office, Registration No. G1110000MA0095H836.