



# Privacy Policy

## Pundarika UK Data Privacy Policy

### 1. *Your personal data – what is it?*

Personal data relates to a living individual who can be identified from that data. Identification can be made from the information alone or in conjunction with any other information in the data controller's possession, or information that is likely to come into such possession. The processing of personal data is governed by the General Data Protection Regulation (the "GDPR").

### 2. *Who are we?*

Pundarika UK is the data controller. This means it decides how your personal data is processed and for what purposes.

### 3. *How do we process your personal data?*

Pundarika UK complies with its obligations under the "GDPR" by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data. We use your personal data for the following purposes:

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- To inform you of news, events and other activities hosted by Pundarika UK and other charities associated with Tsoknyi Rinpoche
- To fundraise and promote the interests of the charity
- To maintain our own accounts and records (including the processing of gift aid applications)

### 4. *What is the legal basis for processing your personal data?*

Explicit consent to retain your data is required:



- To keep you informed about our newsletter, events, retreats and other activities organised by Pundarika UK
- To keep you informed about opportunities to participate in the activities other affiliated Pundarika charities around the world
- When processing data is necessary in order to carry out legal obligations. This includes processing in relation to Gift Aid.

The legitimate interest condition refers to the processing of your personal data for the purpose of complying with your request to:

- Enrol/register for events
- Administer your donation (including for the purpose of financial auditing)
- In all correspondence, we will give you the option to opt-out.
- We do not collect sensitive data about you unless there is a clear reason for doing so.

5. *Sharing your personal data*

Your personal data will be treated as strictly confidential and will not be shared with anyone outside of Pundarika UK. We use Mail Chimp to store our mailing list data, making it easy for you to unsubscribe, or amend your personal data. Please see Mail Chimp's Privacy Policy.

6. *Our website*

Our website is hosted by WordPress. Please see WordPress's Privacy Policy.

Our website uses cookies which are small text files that are placed on your device to provide you with a better user experience when using our site. In general, cookies are used to retain user preferences, and provide anonymous tracking data to third-party applications such as Google Analytics. As a rule, cookies will improve your browsing experience.

However, you may prefer to disable cookies on this and other sites. The most effective way to do this is to disable cookies in your browser. Consult the Help section of your browser.



7. *How long do we keep your personal data?*

We keep data in accordance with the guidance set out in our Data Retention Policy.

8. *Your rights and your personal data*

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data:

- The right to request a copy of your personal data which Pundarika UK holds about you
- The right to request that Pundarika UK corrects any personal data if it is found to be inaccurate or out of date
- The right to request your personal data is erased where it is no longer necessary for Pundarika UK to retain such data
- The right to withdraw your consent to the processing at any time
- The right to request that Pundarika UK provides you with your personal data and where possible, to transmit that data directly to another data controller, (known as the right to data portability)
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing
- The right to object to the processing of personal data, (where applicable)
- The right to lodge a complaint with the Information Commissioner's Office

9. *Further processing*

If we wish to use your personal data for a new purpose, not covered by this Data Protection Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions.

Wherever and whenever necessary, we will seek your prior consent to the new processing.

10. *Contact details*



**PUNDARIKA UK**

Advancing Buddhist Education in the Drukpa Kagyu and Dzogchen Traditions

The processing of data is overseen by the Trustees of Pundarika UK (Data Controller).

Regarding day-to-day data protection enquiries please contact us on [jason.upton@pundarika.org.uk](mailto:jason.upton@pundarika.org.uk).