

# **Privacy Policy, One Step for Animals**

Updated May 2018

Your privacy is important to us and we are committed to protecting your data and your interactions with One Step for Animals (One Step).

Please read below for details regarding how we utilize the information you provide to us. For users accessing this website from the European Union, this Privacy Policy also provides instructions on how to request the removal of your data or a readout of your data as required under the General Data Protection Regulation (“GDPR”).

Please also note that this policy applies only to websites maintained by One Step and not to external sites or affiliated organizations and companies. Refer to the privacy policies of the respective organizations and companies for more information.

## **How does One Step collect my information?**

One Step may collect your information directly through our contact submission form. For users visiting our webpage from the European Union, One Step relies on your consent as a lawful basis for collecting your information. Please follow the instructions contained in this Privacy Policy to withdraw consent or to limit our ability to receive certain types of information through our digital tools or the tools of our third-party partners.

## **How is this information used?**

Information supplied in contact forms is used to send you updates and information about One Step and our programs.

## **How can I request, correct, or delete my personal information?**

One Step will respond to all requests to provide records of available information, correct erroneous information, or delete personal information, which can be submitted by sending an email with the request to our optimization team at [info@onestepforanimals.org](mailto:info@onestepforanimals.org). We will respond to all requests within the legally mandated timeframe.

## **How is my information protected?**

One Step uses security protocols to ensure the privacy of your information. We do not sell, trade, or share email addresses. We use industry standard SSL (secure

socket layer) technology to protect your information and provide a safe and secure environment for online donations. One Step does not see, store, or retain credit card numbers.

### **Your rights with respect to your personal information**

You may have certain rights regarding your personal information, subject to local law. These include the rights to access your personal information; correct the information we hold about you; erase your personal information; restrict our use of your personal information; object to our use of your personal information; withdraw your consent for us to use your personal information, if applicable; receive your personal information in a usable electronic format and transmit it to a third party (right to data portability); and lodge a complaint with your local data protection authority (if applicable).

### **Unsubscribing from our mailing list and monthly highlights**

If you are currently receiving regular emails from us and wish to unsubscribe, you may do so by clicking the "unsubscribe" link at the bottom of the emails.

### **Notice for minors**

Minors should not submit their personal information, such as their names, addresses, phone numbers, or other personal identifying information, through this website. In the event you have inadvertently submitted such information you can delete any content you have posted by contacting One Step at [info@onestepforanimals.org](mailto:info@onestepforanimals.org). You should be aware that the removal of content may not ensure the complete or comprehensive erasure of that information from the internet or third-party archives.

### **Additional questions and effective date**

This policy is effective as of May 25, 2018, and may be amended from time to time. Any amendments to our Privacy Policy will be posted as a notification on this page. If you have questions about our Privacy Policy, please contact us at [info@onestepforanimals.org](mailto:info@onestepforanimals.org).

If you would like to view or make changes to your personal information, please contact us at [info@onestepforanimals.org](mailto:info@onestepforanimals.org) and a One Step representative will be happy to assist you.