



Mighty Oaks Foundation

Privacy Policy (Website)

Mighty Oaks Foundation Limited (“**Mighty Oaks**” or “**we**“) is committed to protect your privacy in accordance with the Personal Data (Privacy) Ordinance (Cap. 486) (“**Ordinance**“).

Personal data represents any data relating directly or indirectly to a living individual (data subject), from which it is practicable to ascertain the identity of the individual and which are in a form in which access or processing is practicable. Mighty Oaks collects personal data from its donors, sponsors, volunteers, supporters, programme or service partners, suppliers, consultants and employees, including but not limited to: (i) name; (ii) contact details such as address, telephone number, email addresses; (iii) financial information such as bank account and credit card information; (iv) other general records such as participation history.

1. PURPOSES OF COLLECTION

We may use your personal data for the following purposes:

- 1.1 Administering your donation e.g. issue of receipts, management of donor records, etc.
- 1.2 Verifying your identity in connection with any transactions, programmes and activities.
- 1.3. Organisation and implementation of programmes and activities.
- 1.4 Communicating with you e.g. sending you updates of our services or other fundraising or educational materials.
- 1.5 Processing volunteer or supporter applications.
- 1.6 Managing staff recruitment and employment related issues.
- 1.7 Preparing statistics and carrying out research.



1.8 Complying with laws or guidelines issued by regulatory or other authorities.

The provision of your personal data is voluntary. However, we may be unable to provide you with our services if you fail to provide us with your personal data.

2. DISCLOSURE OF PERSONAL DATA

We may provide your personal data to our third party service providers, programme or service partners, donors, sponsors, suppliers, agents or contractors who provide administrative, technology or other services to Mighty Oaks in connection with our operations or the operation of this website. We may also disclose your personal data to any statutory, governmental or regulatory bodies or institutions for compliance with any statutory requirements or laws that bind Mighty Oaks.

3. DIRECT MARKETING

We intend to use your name and contact details to send you information about fundraising, educational, charitable events, functions or programmes and activities organized by us. In accordance with the provisions of the Ordinance, your consent is required before we do so.

You may revoke your consent, at any time by email to info@mighty-oaks.org.

4. ACCESS AND CORRECTION OF PERSONAL DATA

4.1 In accordance with the provisions of the Ordinance, you have the right of access to, and correction of, personal data kept and used by Mighty Oaks. A reasonable fee may be charged for processing such data access requests.

4.2 You should request access by presenting your enquiry or request to the Privacy Officer at the address below.



5. VISITORS TO MIGHTY OAKS WEBSITE

We will not collect any personal information that identifies a visitor to this website unless specified otherwise. When you visit the Mighty Oaks website, we will record server information including the IP address and the pages visited.

Information of this nature will be used to prepare aggregate information relating to the number of visitors to the website and general statistics on usage patterns of this website.

6. ENQUIRIES

If you have any enquiries about Mighty Oaks' privacy policy and practices, please contact the Privacy Officer at:

E Mail: info@mighty-oaks.org

Tel: (852) 5226 2665

Address: Rm 207, 2/F, M7, 7 Mallory Street, Wan Chai, Hong Kong