# PRIVACY POLICY OF ACH CLEAR PATHWAYS

This web site is owned by ACH Clear Pathways (hereinafter ACH), a 501(c)(3) non-profit organization located in Pennsylvania. This policy addresses the collection, security and access to information that may be obtained through the use of our site which is <u>www.achclearpathways.org</u>.

ACH is committed to respecting and protecting the privacy of our visitors. This privacy policy discloses how we collect, protect, and use information you provide or we collect online, as well as how we protect children's privacy. If our policy practices change in the future, we will let you know by posting our revised privacy policy on our Web site. By using the pages on this site or other services covered by the posted Privacy Policy, you are accepting the practices described in the Privacy Policy.

#### **Information Collected**

Personally identifiable information—at our site, we do not collect personally identifiable information from individuals unless they provide it to us voluntarily and knowingly. This means we do not require you to register or provide information to us in order to view our site. ACH only gathers personally identifiable data on our site, such as names, addresses, postal codes, e-mail addresses, etc. when voluntarily submitted by a visitor. Once collected, we may combine this information with other information collected from external sources.

Non-Personally identifiable information—ACH may automatically collect certain technical information from your computer such as your internet service provider, your internet protocol address, your browser type, your operating system, the pages viewed, the pages viewed immediately before and after accessing the Web site and the search terms entered to get to our site. This information allows us to improve and customize our services. We and our service providers may collect this information using "cookies", which are small text files that many websites save on your computer, or similar technologies. This information is collected for statistical analysis using standard third party software programs to create summary statistics. The statistics are used for the purpose of determining what information is of most and least interest to all visitors and identifying system performance or problem areas. You can refuse the cookie or delete the cookie file from your computer at any time by using any one of a number of widely available methods. The personally identifiable information you provide is used by ACH and other entities who are involved in the operation of this site or who provide support for the ACH programs and for its general business purposes. General business purposes include, but are not limited to program participation, marketing, promotions, communications and fundraising activities. The purposes for which you provide information includes our use of your personally identifiable information to process online registrations for Creative Camp and other transactions and donations. ACH does not sell information collected on-line. We may share personally identifiable information with third parties for administrative purposes such as sharing the information with a service provider in furtherance of our operations or the operations of this site, for instance to process a purchase or other transaction you make. In addition we may share the information you provide to engage in fund raising, marketing

communications and promotions. ACH has no control or responsibility for the date collection and use practices of third parties that process online transactions. For example, if you make a purchase on our site using a PayPal account or similar account of a third party payment provider, certain information is transmitted to the payment provider and is subject to the third party's own privacy policy.

#### **Children's Privacy**

ACH is committed to providing a safe, secure and fun online experience for children who visit our site. We are dedicated to safeguarding any personally identifiable information collected online and to helping parents and children have positive experiences on the internet.

We will never knowingly request personally identifiable information from anyone under the age of 13 without prior verifiable parental consent. With parental consent we may collect user generated content. This information allows us to fulfill a requested transaction and facilitate participation in online programs, keep records, undertake certain marketing activities or to otherwise customize or enhance the Web site experience for children.

#### Submission

ACH welcomes children to learn more about our organization and, where appropriate, participate in polls and surveys, as well submit comments, artwork, writings, and other submissions for posting on our Web site. Regardless of what information is displayed, parents can revoke their consent and ask that information about their children be deleted from the site by contacting our offices by phone at 412-281-9986 extension 118 or email at admin@achclearpathways.org. When a parent revokes consent, we will stop collecting, using, or disclosing information from that child.

#### Links to Other Web Sites

This site may be linked to other sites and services that are not maintained by ACH. These Web sites have their own privacy policies, which you should review prior to visiting them. We have no responsibility for linked Web sites and provide these links solely for the convenience and information of our visitors.

#### **Our Security & Credit Card Safety**

The safety and security of your online experience is of the utmost concern to us. We take measure to implement reasonable physical, electronic, and managerial procedures to safeguard and help prevent unauthorized access, maintain data security, and correctly use the information we collect online.

Protecting the safety of your credit card information is also important to us. For card transactions we process, we use Secure Sockets Layer (SSL) technology to protect the security of your credit card information as it is transmitted to us. SSL is an internet encryption technology and a method of scrambling data as it travels from your computer to our Web site servers. We also encrypt your credit card number when we store your order or donation and whenever we transfer that information to participating merchants. To make sure you are accessing our secure server before you submit sensitive information, check the document for your browser for indication of an SSL connection. (Most browsers utilize an unbroken or closed padlock). Verify that SSL is active before submitting sensitive

information to our server. To double-check, verify that the URL or Address line of your browser for out site begins with "https".

It is important for you to protect against unauthorized access to your password and to your computer. Be sure to sign off when finished using a shared computer.

## Children

If you are under 18, you need parent/guardian permission to use a credit card to make purchases online.

## **Information Disclaimer**

Information provided on the Web site of ACH is intended to allow the public immediate access to information. While all attempts are made to provide accurate, current and reliable information, we recognize the possibility of human and/or mechanical error. Therefore, ACH, its employees, officers and agencies expressly deny any warranty of the accuracy, reliability, or timeliness of any information published by this system and shall not be held liable for any losses caused by reliance upon the accuracy, reliability or timeliness of such information. Any person who relies upon such information obtained from this system does so at his or her own risk.

## How To Contact Us

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