WEBSITE COOKIES AND THE COLLECTION AND USAGE OF DATA

The Western Ottawa Community Resource Centre is committed to protecting the privacy of visitors to our website and online properties. We receive, collect and store information you enter on our website or provide us in any other way. The following explains how and why we collect and use information from our website. By using WOCRC's website, you are agreeing with the terms of this website disclaimer and our privacy policies.

INFORMATION SHARED WITH WOCRC

If you choose to provide WOCRC with personal information through email or other means (e.g. by completing a website form), the information will be used only for the specific purposes for which it has been provided (e.g. to respond to a specific request, volunteer application, etc.), or as otherwise allowed by law.

HOW LONG DO WE KEEP YOUR INFORMATION

We will only keep your personal information for as long as it is necessary to fulfil the purpose for which it was provided, unless a longer retention period is required by law. When we have no ongoing legitimate business need to process or retain your personal information, it will be deleted.

SERVER LOGS AND DATA STORAGE

We strive to improve the access, design and functionality of our website so that you may easily and quickly find the information you are seeking. In order to do this, we need to determine what information visitors access most frequently, and we may do this by tracking statistics such as IP address, browser type, domain name, access times, pages visited and referring website addresses. These statistics are used to improve our website and ensure that it provides an optimal web experience for visitors.

Wordpress stores any collected data on secure servers behind a firewall. Server log information is not linked to any other data in a way that would enable us to identify individual visitors.

COOKIES AND PASSIVE COLLECTION (TRACKING TECHNOLOGIES)

The WOCRC website uses third-party services (such as Google Analytics and Mailchimp) which may place "cookies" to help provide the services smoothly. A cookie is a text file that is placed in your web browser's memory by a web server. Cookies cannot be used to run programs or to deliver malicious software to your computer.

Many web browsers (including Firefox, Google Chrome, Edge, Safari, and Opera) are usually set to accept cookies by default, but you can easily modify your settings to decline them if you prefer. If you choose to decline cookies, you may not be able to fully experience some of the features provided by our website.

UNSUBSCRIBE

If you are subscribed to our newsletters or email information distribution lists, you can opt out of receiving these communications by clicking on the <u>Unsubscribe</u> button available on the platform you are subscribed to, or by contacting us directly at communications@wocrc.ca.