

PRIVACY POLICY AND DISCLAIMER

PRIVACY STATEMENT:

The Olivia Lambert Foundation acknowledges that your privacy is very important and that you have a right to control your personal information. Our policy for dealing with any personal information disclosed to us is explained below. Personal information may be collected through any number of communications media including but not limited to face-to-face or telephone conversations, letters and completed forms, emails, social networking or website visits.

The Olivia Lambert Foundation is committed to protecting your personal information and giving you choice in who can use your personal information and how it can be used. We believe that our privacy policy not only complies with relevant laws, but also represents industry best practice.

Protecting personal information

By its very nature, the Olivia Lambert Organisation will be given access to highly sensitive personal information about you and others who may benefit from the assistance offered by the Foundation. This information will generally be, but not be limited to individual and family financial circumstances and the medical condition and treatment regime of potential beneficiaries. Recognising the highly sensitive nature of this information, its dissemination will be limited to the Trustees of the Olivia Lambert Foundation and any accredited assistants who have a need to know this information for the purposes of conducting the business of the Foundation. Such individuals are obliged to respect the confidentiality of any personal information held by the Olivia Lambert Foundation. However, the Olivia Lambert Foundation will not be held responsible for events arising from unauthorised access to your personal information.

The Olivia Lambert Foundation will not give personal information about you to Government agencies, private sector organisations or anyone else unless one of the following applies:

- you have given your consent,
- you would reasonably expect, or have been told, that information of that kind is usually passed to those individuals, bodies or agencies,
- it is otherwise required or authorised by law,
- it will prevent or lessen a serious and imminent threat to somebody's life or health, or
- it is reasonably necessary for the enforcement of the criminal law or of a law imposing a pecuniary penalty, or for the protection of public revenue.

The collection of personal information other than that volunteered by you will occur only with your consent.

Publicising your personal information on our website, social media networks and in promotional material

The ability of the Olivia Lambert Foundation to function by providing financial support to families can happen only through the generous support of businesses and individuals in the community. In other words, we can only help families if the community helps us. This means that we are constantly engaged in soliciting donations and conducting fundraising events.

Central to our ability to win support from the community for our fundraising is to demonstrate that the Foundation is assisting families who are living with childhood cancer. One key measure of instilling public awareness of what the Olivia Lambert Foundation does is to publicly promulgate

details of families that are being assisted by the Olivia Lambert Foundation. The publication of such information will only be done with the consent of all parties. You will have full editorial rights to the content of any material promulgated in the public domain. This includes not just content but when and how this information gets distributed.

Personal information that the Olivia Lambert Foundation collects on you when you use our public website

We do not collect or use any personal information on visitors to our website, through the use of "cookies" or other software or hardware techniques. We merely look at the number of hits the site receives.

If you log onto the website and read or download information our Internet Service Provider/Hosting Provider, will record your server address, domain name, the date and time of your visit to our site, the pages viewed and the information downloaded. This information is used for statistical and website development purposes only.

Storage and security of your personal information

The Olivia Lambert Foundation will endeavour to take all reasonable steps to keep secure any information that we hold about you, and to keep this information accurate and up to date.

How we handle emails

We will save the contents of any email message that you send to the Olivia Lambert Foundation email account if we believe that we have a legal requirement to do so and if saving the email is material to the ongoing conduct of the business of the Foundation.

What to do if you believe the information we hold about you is inaccurate

If you believe that any information that we hold about you is inaccurate or out of date, please contact us and we will review the relevant information.

How to contact us if you wish to discuss this policy

If you wish to discuss any aspect of this policy please contact the Olivia Lambert Foundation. In the unlikely event that the Olivia Lambert Foundation has to change its privacy policy at any time, we reserve the right to do so and notify you by posting an updated version of the policy on our website.

DISCLAIMER:

The information provided on the Olivia Lambert Foundation website is for use of a general nature only and is not intended to be relied upon as, or to be a substitute for, specific professional advice. No responsibility for loss occasioned to any persons acting on or refraining from action as a result of any material published on this website can be accepted.