



## **READY FOR DEVELOPMENT PRIVACY POLICY**

Ready for Development (RfD) is committed to protecting the privacy and personal information of our website visitors, partners, volunteers, beneficiaries, donors, and stakeholders.

This Privacy Policy explains how we collect, use, store, and protect your information when you visit our website or interact with our services.

By using our website, you agree to the terms outlined in this Privacy Policy.

### **1. Information we collect**

Ready for Development (RfD) collects basic personal information that you voluntarily provide, such as your name, email address, phone number, organization details, and application or inquiry information when you register for programs, internships, partnerships, or events.

We may also automatically collect limited technical information, including your device type, browser information, IP address, and website usage data, to help improve our website performance and user experience.

We only collect information necessary to deliver our services and support our programs effectively.

### **2. How we use your information**

We use your information to respond to inquiries, process applications, manage programs and partnerships, communicate updates about activities and opportunities, and improve our services and website.

We also use this information to maintain records, ensure security, comply with legal requirements, and effectively deliver our programs and services.

### **3. Legal Basis for Processing Information**

We collect and process personal data based on:

- Your consent
- Legitimate organizational interests
- Legal obligations
- Contractual relationships

You may withdraw your consent at any time.

#### **4. Sharing of Information**

Ready for Development (RfD) does **not sell, rent, or trade personal information.**

We may share information only when necessary with:

- Program partners
- Service providers (e.g., email platforms, website hosting providers)
- Donors or funding organizations (for reporting purposes)
- Government or regulatory authorities when legally required

All third parties are required to protect your information.

#### **5. Data Retention**

We retain personal information only for as long as necessary to:

- Fulfill the purposes outlined in this policy
- Comply with legal and regulatory requirements
- Maintain organizational records

When information is no longer required, it is securely deleted or anonymized.

#### **6. Cookies and Tracking Technologies**

Our website may use cookies and similar technologies to:

- Improve website performance
- Analyze website traffic
- Enhance user experience
- Remember user preferences

You can choose to disable cookies through your browser settings.

#### **7. GDPR Data Protection Rights**

You have the right to:

- Access your personal data
- Correct inaccurate information
- Request deletion of your data
- Withdraw consent

- Object to data processing
- Request a copy of your data

To exercise these rights, please contact us using the details below.

## **8. Children's Privacy**

Ready for Development (RfD) does not knowingly collect personal information from children under the age of 13 without parental or guardian consent.

If we become aware that such information has been collected, we will take steps to delete it promptly.

## **9. Third-Party Links**

Our website may contain links to third-party websites.

We are not responsible for the privacy practices of those websites.

We encourage users to review the privacy policies of external sites before providing personal information.

## **10. Update to This Privacy Policy**

We may update this Privacy Policy from time to time to reflect changes in:

- Legal requirements
- Organizational practices
- Website functionality

Updates will be posted on this page with the revised effective date.

## **11. Contact Information**

If you have any questions, concerns, or requests regarding this Privacy Policy or your personal information, please contact us at [info@readyfordevelopment.org](mailto:info@readyfordevelopment.org) or by phone (+237) **672 597 570 | 697 557 010**.