

# ISTR Privacy Policy

The International Society for Third Sector Research, Inc. is committed to protecting the privacy of its members and users of its services and has adopted the following policy about the gathering and dissemination of personal information at the ISTR website.

In general, you may visit the ISTR website without submitting any personal information. However, to provide certain services, ISTR may request personal information in one or more of the ways listed below. Users are told when information is to be collected, and you have the option not to submit this information.

**Information We Collect:** We may collect personal information about you, such as your full name, email address, and postal address, when you join the ISTR, register for a meeting, make a donation, submit a paper to or register as an affiliate member, join a list-serve, or purchase a product such as an annual meeting sponsorship. We or our third-party processors will collect your payment information.

**Why We Collect Your Information:** If you are an ISTR member, an attendee at an ISTR Conference, a donor, a submitter of an abstract for a conference, or a purchaser of an ISTR product, we have some basic information about you. We understand that some of this information is private, which is why we collect personal information only for the following purposes:

- To establish and maintain a responsible commercial relationship with you. For example, when you apply for membership, we collect information that allows us to confirm your identity so that we can accurately bill and collect for your membership dues.
- To develop, enhance, market or provide benefits to ISTR members and meeting attendees.
- To send you communications relating to your membership, meeting attendance, donation, purchase, subscription, or use of our list-serves or publication services.
- To meet legal requirements or obligations. For example, we may collect information in response to a court order, or to satisfy a request by a government agency.

**How We Use Your Information:** We use the information that we collect to operate and maintain our websites; to track membership, meeting attendance, authorship, and demographic trends in the Society; to send you communications relating to your membership, meeting attendance, donation, purchase, subscription, or use of our publication services; to respond to your questions and concerns; and to fulfill our contractual obligations.

**How We Share Your Information:** The ISTR will not rent or sell your personal information to others. We may store personal information in locations outside the direct control of the ISTR (for example, on servers or databases co-located with hosting providers). Any personal information you elect to make publicly available on our sites, such as commenting on a web page, will be available to others. If you remove information

that you have made public on our sites, copies may remain viewable in cached and archived pages of our sites, or if other users have copied or saved that information.

**How We Store Your Information:** Your information collected through the ISTR website is stored and processed on servers in the United States. Our processors are compliant with the EU General Data Protection Regulation (GDPR).

**How We Retain Your Information.** We retain the personal data collected from members, meeting attendees, donors, users of our publication and meeting services, institutional subscribers, or purchasers of ISTR products for as long as the membership, meeting, donation, meeting or publication use, or purchase is active and for a period of time after that as long as we need it to fulfill the purposes for which we have initially collected it, unless otherwise required by law.

**How We Protect Your Information:** The ISTR is concerned with protecting your privacy and data, but we cannot ensure or warrant the security of any information you transmit to the ISTR or guarantee that your information may not be accessed, disclosed, altered or destroyed by breach of any of our industry-standard physical, technical or managerial safeguards. When you enter sensitive information (such as log in credentials) on our websites, we encrypt that information using secure socket layer technology (SSL). No method of transmission over the internet or method of electronic storage is 100% secure, however. Therefore, we cannot guarantee its absolute security. If you have any questions about security on our sites you can contact us at [secretariat@istr.org](mailto:secretariat@istr.org). We use an outside credit card processing company to process payments made through our websites. These companies do not retain, share, store or use personal information for any other purposes

**Your Rights With Regard to Your information:** We respect your privacy rights and provide you with reasonable access to the personal data that you may have provided through your use of the ISTR website. If you wish to access or amend any personal data we hold about you, you may update it at any time by accessing the “Account Settings” tab on your member profile (for ISTR members) or by contacting ISTR staff (see contact information below). Any changes you make, or that ISTR staff make on your behalf, will be reflected in active user databases instantly or within a reasonable period of time. We may retain all information you submit for backups, archiving, prevention of fraud and abuse, analytics, satisfaction of legal obligations, or where we otherwise reasonably believe that we have a legitimate reason to do so. To request that we delete any information about you that we have, please contact ISTR staff at: International Society for Third Sector Research, 5801 Smith Avenue, McAuley Hall, Suite 245, Baltimore, MD 21209, USA. Phone 1.410.735.4221; [Secretariat@istr.org](mailto:Secretariat@istr.org)

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***Approved on November 19, 2019 by Executive Committee***