

# **HENO PRIVACY POLICY**

**Effective Date:** November 10 2025

Website: <a href="https://hopeempowermentorganization.co.ke">https://hopeempowermentorganization.co.ke</a>

### 1. Introduction

Hope Empowerment Network Organization (HENO) values your privacy.

This policy explains how we collect, use, and protect your personal information when you interact with our website, programs, and communication channels.

#### 2. Information We Collect

We may collect the following types of information:

- Personal Information: Name, email, phone number, address (when you contact us or donate).
- **Non-Personal Information:** Browser type, IP address, device information, and browsing data.
- Volunteer or Partner Data: Skills, interests, affiliations (if you apply to volunteer or partner).

### 3. How We Use Your Information

We use your data to:

- Communicate with you about our programs and initiatives.
- Process donations and send acknowledgments or reports.
- Improve website functionality and user experience.
- Comply with legal and financial reporting requirements.

We **never sell or rent** your personal data to third parties.

## 4. Data Security

We use secure servers and encryption technologies to protect your data. Only authorized personnel have access to personal information, and they are bound by confidentiality obligations.

## 5. Sharing of Information

Your information may be shared only with:

- Trusted service providers (e.g., email or payment processors).
- Legal authorities, if required by law.
- Partner organizations, **only with your explicit consent**.

# 6. Cookies and Tracking

This site may use cookies to analyze website traffic and improve user experience.

You can disable cookies through your browser settings, but some site features may not function properly.

#### 7. Data Retention

We retain your information only as long as necessary for the purposes stated, or as required by Kenyan law and donor reporting obligations.

## 8. Your Rights

You have the right to:

- Request a copy of your personal data.
- Ask us to correct or delete your information.
- Withdraw consent for communication at any time.

To exercise these rights, email us at: <a href="mailto:info@hopeempowermentorganization.co.ke">info@hopeempowermentorganization.co.ke</a>

# 9. Children's Privacy

We do not knowingly collect personal data from children under 16 without parental or guardian consent.

# 10. Updates to This Policy

HENO may update this Privacy Policy from time to time.

Any changes will be posted on this page with the updated date.

### 11. Contact Us

If you have questions or concerns about this policy, please contact:

info@hopeempowermentorganization.co.ke