

## Tabletochki Privacy notice

Last update 01 September 2021

**CF Tabletochki** takes care of your personal data and does everything possible to protect it. This privacy notice is written to help you understand what kind of your personal data is collected, stored, and used, and what happens to it when you use our websites [www.tabletochki.org](http://www.tabletochki.org), [super.tabletochki.org](http://super.tabletochki.org), [shop.tabletochki.org](http://shop.tabletochki.org), [dalibude.tabletochki.org](http://dalibude.tabletochki.org), [lymon.tabletochki.org](http://lymon.tabletochki.org) (hereinafter referred to as ‘website’).

In this Privacy notice, we answer the following questions:

1. [Who are we?](#)
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### 1. Who are we?

We are **CF Tabletochki**, located at 01010, Ukraine, Kyiv, Omelyanovicha-Pavlenko street, 4/6, 14th floor. Hereinafter, **Tabletochki** will be referred to as “we” and “ours”. We determine which, for what purpose, and how your personal data will be processed.

If you have any questions, you can contact us by email [info@tabletochki.org](mailto:info@tabletochki.org). You can also send us a letter to 01010, Ukraine, Kyiv, Omelyanovich-Pavlenko street, 4/6, 14th floor.

### 2. What does this privacy notice cover?

This privacy notice applies to our websites.

Website Addresses: [www.tabletochki.org](http://www.tabletochki.org), [super.tabletochki.org](http://super.tabletochki.org), [shop.tabletochki.org](http://shop.tabletochki.org), [dalibude.tabletochki.org](http://dalibude.tabletochki.org), [lymon.tabletochki.org](http://lymon.tabletochki.org).

### 3. What data do we collect and why?

The data we collect is divided into two categories: technical information and data that the user provides to us.

**Technical information.** When you visit our website, some data is collected automatically. We need technical data to operate, maintain, and improve our website. This includes data such as IP address, geolocation, device type, browser type, cookies, and data about your interaction with the site (session ID).

The **session ID** includes your interaction with the site, the name of the site from which you went to our site, the functions you use, the pages viewed on our site, the way you use our site, and the actions you take if such actions are taken.

**Data provided by the user.** In order to correctly identify and effectively use your charitable contribution, to be able to get back to you with the results of a fundraising campaign or the use of funds raised, and to be able to identify your payment to answer your further questions, we need your full name, telephone number, payment information, and email address.

Once again, briefly about what personal data we collect:

Type of data	Description of data	Reasons for processing
Data provided by user	<ul style="list-style-type: none"> <li>● full name</li> <li>● phone</li> <li>● email</li> <li>● payment details</li> </ul>	<ul style="list-style-type: none"> <li>● fulfillment of our statutory goals</li> <li>● communication between the site and the user</li> <li>● enabling customer support and processing of donors' requests</li> </ul>
Data provided by user	<ul style="list-style-type: none"> <li>● full name</li> <li>● phone</li> <li>● e-mail</li> <li>● payment details</li> </ul>	<ul style="list-style-type: none"> <li>● statistics</li> <li>● analysis of website activity, user transactions and donations</li> </ul>
Data collected automatically	<ul style="list-style-type: none"> <li>● technical information</li> </ul>	
Data, provided by user	<ul style="list-style-type: none"> <li>● full name</li> <li>● email</li> </ul>	<ul style="list-style-type: none"> <li>● compliance</li> <li>● perform KYD procedures (know your donor)</li> <li>● financial monitoring and fraud prevention</li> </ul>
Data, provided by user	<ul style="list-style-type: none"> <li>● full name</li> <li>● email</li> <li>● phone</li> </ul>	<ul style="list-style-type: none"> <li>● fundraising and marketing<sup>1)</sup></li> <li>● mailings reports and information about Foundation activity<sup>1)</sup></li> </ul>
<p><sup>1)</sup>you can unsubscribe from the Foundation's mailings at any time in the appropriate communication channel using the standard means available to you (for example, the "Unsubscribe" button in the e-mail newsletter, or the "Log out and delete" option in Viber), after which we will stop using data provided by you for this purpose. You can also write us a request to <a href="mailto:info@tabletochki.org">info@tabletochki.org</a></p>		

**Pay your attention.** We knowingly **do not process** the personal data of users under the age of 16. If you are such a user, or such user's legal representative, please let us know by email [info@tabletochki.org](mailto:info@tabletochki.org).

#### **4. How long do we keep your data?**

We store your data for 36 months. However, you can exercise your right to delete your data. In this case, your data will be deleted from our servers within 30 days after your request.

#### **5. Do we share data with third parties?**

We use your data to carry out statutory activities and fulfill our obligations under the agreements with you and may transfer it on the following grounds:

**Compliance with the law.** We will disclose your personal data to third parties to the extent that it is necessary:

- to comply with a government request, court order, or applicable law;
- to prevent unlawful use of our site or violation of the Terms of Services of our site and our policies;
- to protect against claims of third parties;
- to help prevent or investigate fraud.

**Transfer to third parties:** We transfer your personal data to third parties on the basis of public offer for processing on our behalf, subject to technical and organizational measures to protect your personal data, for example, to process credit cards and payments.

## 6. Do we transfer your data outside the European Economic Area?

The personal data that we collect is stored on servers in Ukraine and Germany. By default, data is stored in Ukraine, but perhaps we will need to process your personal data in another country. If we need to perform a transfer, we will take the necessary data protection measures and ask for your consent unless data transfer is required to fulfill the agreement.

## 7. Do we use cookies?

We use cookies necessary for the functioning of the site. Using cookies, we get technical information described in q.3

If you want to disable cookies, then you can find instructions for managing your browser settings at these links:

- [Internet Explorer](#)
- [Firefox](#)
- [Safari](#)
- [Microsoft Edge](#)
- [Chrome](#)
- [Opera](#)
- [Vivaldi](#)

## 8. What rights do you have over your data?

You, as subjects of personal data, have the following rights:

- **The right to access information.** You can request an explanation of the processing of your personal data.
- **The right to portability.** You can request all the data you provided us and request to transfer data to another controller.
- **The right to restrict processing.** You may partially or entirely prohibit us from processing your personal data.
- **The right to file complaints.** If your request is not satisfied, you can file a complaint to the regulatory body, the Ukrainian Parliament Commissioner for Human Rights
- **Right to be forgotten.** You can send us a request to delete your personal data from our systems.

To exercise your rights, email us at [info@tabletochki.org](mailto:info@tabletochki.org).

If your request is not satisfied, you can file a complaint to the regulatory body, the Ukrainian Parliament Commissioner for Human Rights, at [omb@ombudsman.gov.ua](mailto:omb@ombudsman.gov.ua).

## 9. How do we update privacy notice?

This privacy notice and the relationships falling under its effect are regulated by the ‘On the Protection of Personal Data’ Law of Ukraine. Existing laws and requirements for the processing of personal data are subject to change. In this case, we will publish a new version of the Privacy notice on our website. If significant changes that affect your privacy and confidentiality are made, we will notify you by email or display information on the website and ask for your consent.