

# SUMT Privacy Policy



This privacy policy will explain how Scripture Union Ministries Trust (SUMT) uses the personal data we collect from you when you use our website.

## **Topics:**

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing
- What are your data protection rights?
- What are cookies?
- How do we use cookies?
- What types of cookies do we use?
- How to manage your cookies
- Privacy policies of other websites
- Changes to our privacy policy
- How to contact us
- How to contact the appropriate authorities

## **What data do we collect?**

SUMT collects the following data:

- Personal identification information (Name, email address, phone number, etc.)

## **How do we collect your data?**

You directly provide SUMT with most of the data we collect. We collect data and process data when you:

- Contact us through our website or social media platforms
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.

## **How will we use your data?**

Our Company collects your data so that we can:

- Respond to any questions that you may ask
- Keep in touch with you, and let you know what we are up to

## **How do we store your data?**

SUMT securely stores your data in our database, and sometimes in paper copy in our office (if you give us your data on paper)

SUMT will keep your personal information unless you request that we delete it from our records - this can be done at anytime by clicking unsubscribe on one of our emails or contacting us directly through the website or via email.

## **What are your data protection rights?**

SUMT would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

- The right to access – You have the right to request SUMT for copies of your personal data.
- The right to rectification – You have the right to request that SUMT correct any information you believe is inaccurate. You also have the right to request SUMT to complete the information you believe is incomplete.
- The right to erasure – You have the right to request that SUMT erase your personal data, under certain conditions.
- The right to restrict processing – You have the right to request that SUMT restrict the processing of your personal data, under certain conditions.
- The right to object to processing – You have the right to object to SUMT’s processing of your personal data, under certain conditions.
- The right to data portability – You have the right to request that SUMT transfer the data that we have collected to another organisation, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us

At our email: [hub@sumt.im](mailto:hub@sumt.im)

Call us at: 07624 335203

Or write to us: Manor Ark, Pulrose Road, Douglas IM2 1AS

### **Privacy policies of other websites**

The SUMT website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

### **Changes to our privacy policy**

Our Company keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 9 October 2020.

### **How to contact us**

If you have any questions about Our Company’s privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: [hub@sumt.im](mailto:hub@sumt.im)

Call us: 07624 335203

Or write to us at: Manor Ark, Pulrose Road, Douglas IM2 1AS

### **How to contact the appropriate authority**

Should you wish to report a complaint or if you feel that SUMT has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner’s Office.