

**June 2016**

Privacy Policy of the European Federation of Associations and Centres of Irish Studies (EFACIS)

This privacy policy sets out how EFACIS uses and protects any information that you give EFACIS when you use this website.

EFACIS is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

EFACIS may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 1 December 2015.

### **What we collect**

We may collect the following information:

- name and academic position
- contact information including email address, address, phone number, web address
- further relevant information such as geolocation, teaching profile, research interests and publications
- other information relevant to Irish studies

### **What we do with the information we gather**

We require this information in particular for the following reasons:

- To inform members and other interested individuals of teaching, research and other relevant developments in Irish Studies
- We may use the information to improve our services.
- We may periodically send emails about information which we think you may find interesting using the email address which you have provided. We may also forward relevant publications to the address provided.

## **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

## **How we use cookies**

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site.

Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

## **Links to other websites**

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

## **Controlling your personal information**

We will not sell, distribute or lease your personal information to third parties unless we are required by law to do so.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at [efacispres@gmail.com](mailto:efacispres@gmail.com) We will promptly correct any information found to be incorrect.