Data Protection Policy

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1. BHCC has access to lawfully acquired personal data, and it processes that data in a transparent manner.
2. The policy provides protection to any kind of data it collects with the consent of the data holders, including names, phone numbers, postal addresses, email addresses, and more.
3. BHCC will process the data only if and to the extent that
    a. It has gained the consent of the data holders
    b. The processing is necessary for the relationship of the parties
    c. The processing is necessary for compliance with any legal obligations
    d. The processing it to further a legitimate business interest
4. BHCC collects information with the explicit consent of the data holders, and it uses it for the explicit, legitimate purposes set forth in this policy and for no other purpose.
5. BHCC only collects data that is adequate, relevant, and limited for the purpose for which it is being collected.
6. BHCC collects and processes personal data as accurately as possible.
7. BHCC takes every measure reasonable and necessary to maintain the integrity and confidentiality of the information being collected. It does not provide or allow unauthorised persons to access it.
8. Data that is necessary to run the charity and from which the charity generates revenues, and it is collected with free consent and for a legitimate purpose will remain the property of BHCC. BHCC will have the ultimate power to use that data legitimately.
9. Personal data shall be retained by BHCC as long as necessary, and it shall be deleted immediately after the need is over.
10. Personal data may be disclosed to the BHCC management team.
11. Personal data may be disclosed to third parties such as payroll and benefits vendors, background check companies, and more.
12. The data holder has the right to ask for any data from BHCC except which is adverse to the BHCC's interest.
13. In case of a breach of the data, BHCC will notify the individuals and the appropriate authority within 48 hours of such breach.

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