



the  
**FOCUS** group  
taking donors seriously®

## **Privacy Policy**

**Effective 5/25/2018**

### **Who we are**

*Windshield2020*® is a campaign management software application offered by [The FOCUS Group](#).

### **Lawful basis for collecting your data**

We collect limited personal data in order to allow users to login to *Windshield2020*®. Lawful basis for collecting data is determined by the consent given upon registering for use of *Windshield2020*®.

Consent means any freely given, specific, informed and unambiguous information by the users of *Windshield2020*®.

### **What data we collect**

When you register online with *Windshield2020*®, we collect the following information: your name and email address, known as login data. Once you have an account, we allow you to enter information about current and potential donors, and we retain this information for your use.

In addition, we collect information that your browser sends to us that is called Log Data. This Log Data may include information such as your computer's Internet Protocol ("IP") address, browser version, pages of *Windshield2020*® that you visit, the time and date of your visit, and the time spent on those pages.

### **What we do with your data**

We use login data to identify who is using the service and to allow users to login to *Windshield2020*®. We will not share this, or any other data, with any companies or organizations unless required to by Federal, State, or local jurisdictions.

## **Security**

We value your trust in providing us your personal information, thus we are striving to use commercially acceptable means of protecting it. But remember that no method of transmission over the internet, or method of electronic storage is 100% secure and reliable, and we cannot guarantee its absolute security.

## **Storage and Retention**

We store users' information indefinitely until a user requests that their data be removed. If you wish to have your login data changed or removed, or donor-related information removed from the system, please contact *Windshield2020*® support at info@tfgrp.com.

## **Your Rights**

### **Subject access request**

You have the right to request that we provide you a copy of the data we hold about you. This is called a 'Subject Access Request'.

### **Right to deletion**

You have the right to request that we delete any data that we retain for you.

### **Right to restrict processing**

Processing of information occurs upon registering and logging in to *Windshield2020*®. You have the right to request that we restrict the processing of your information:

- if you believe the information that we hold is incorrect, or
- if you can show that our processing is unlawful, or
- if you want us to stop processing your data but you do not want us to delete it (for example, you may want us to hold it for legal reasons, to defend a legal claim).

### **Right to rectification**

If the details of your *Windshield2020*® account are incorrect you may update them by contacting us at info@tfgrp.com.