

## Resolution Systems Institute Data & Privacy Policy

RSI greatly values our relationships with those with whom we communicate and respects the information that is shared with us. RSI never sells individual's data. We undertake all reasonable efforts to ensure that data remains secure and out of the reach of malicious third parties. Nonetheless, no data security method is 100% effective, and as such, RSI cannot guarantee the security of any data.

Anyone who uses RSI's website or otherwise provides data to RSI, agrees to this Data & Privacy Policy.

### 1. Types of Data Collected

#### a. Web Browsing Data

Utilizing Google Analytics software, RSI collects such general information as visitor ISP domain, the amount of time spent on RSI's website and the pages visited. RSI does maintain, and occasionally report (e.g., to funders and the RSI Board of Directors), these records of use of the website. None of these reports include any identifying information on individual visitors. For more information on Google's privacy policies, visit <https://policies.google.com/technologies/partner-sites>.

Additional data may be collected by our web hosting service, Solid Digital. Their privacy policy can be found at <https://www.soliddigital.com/privacy-policy/>.

#### b. Communications and Fundraising

RSI collects and maintains basic information, such as names, e-mail addresses, physical addresses, organizational affiliations and professional titles, and uses such information to send out periodic communications, e.g., monthly newsletter, quarterly e-mail blasts and occasional fundraising solicitations. We also maintain data on charitable donations to RSI, such as the date and amount of any donation.

i. RSI's e-mail communications are managed using Mailchimp. For more information on Mailchimp's terms of service and privacy policies, visit <https://mailchimp.com/legal/>.

ii. Online donations to RSI are managed through a third-party vendor, Mightycause. Users who make donations to RSI may be sharing their name, e-mail address, billing address, phone number and credit card information with Mightycause. For more information on Mightycause's terms of use and privacy policies, visit [https://www.mightycause.com/a/terms\\_and\\_privacy](https://www.mightycause.com/a/terms_and_privacy).

When an individual donates to RSI via check we maintain a record of that check, as well as the name, address, and any accompanying corresponding from which the check was sent. These records are maintained for acknowledgment and document retention purposes, and are subject to regular annual audits by our accounting firm.

c. Job Applicant Data

RSI collects and maintains data from job applicants such as names, phone numbers, email addresses and physical addresses. RSI maintains this information for hiring purposes, and maintains it to ensure ongoing compliance with federal, state and local hiring laws and regulations and with industry best-practices.

d. Core Activities

RSI collects and maintains information regarding individuals and organizations in the course of our day-to-day operations and in furtherance of our [Mission](#) and [Work](#), such as names, phone numbers and email addresses. This data is maintained in the email accounts and individual computer files of RSI employees. RSI uses Microsoft OneDrive for Business platform to manage its files. For more information on Microsoft's terms of service and privacy policies, visit <https://privacy.microsoft.com/en-us>. RSI uses Google for Business to manage its emails and other related information. For more information on Google's terms of service and privacy policies, visit <https://policies.google.com/privacy?hl=en>.

2. Sharing of Data

RSI may engage in professional collaboration at which time there may be limited sharing of personal contact information among colleagues. However, RSI will never knowingly share any data it collects with third parties without a person's explicit consent. RSI never sells any contact data.

3. Data Retention

All personal data retained by RSI will be deleted when such personal data is no longer necessary for the purposes for which it was processed, unless applicable law requires a longer retention period. Individuals who are subscribed to RSI's newsletter, quarterly email blasts, and fundraising solicitations may opt out at any time either by unsubscribing through Mailchimp or by emailing [info@aboutrsi.org](mailto:info@aboutrsi.org).

4. Individual Rights

Individuals have the following rights to their data:

- To update or rectify any individual data RSI holds;
- To request a copy of any individuals' data RSI holds in a commonly read format such as a .CSV spreadsheet file;
- To have RSI delete the individual's data that RSI holds;
- To limit to certain uses any of the data RSI holds

To exercise any of the above rights, individuals should contact RSI at [info@aboutrsi.org](mailto:info@aboutrsi.org). Someone will respond within two business days.

5. Changes to this Policy

RSI may periodically make updates to our policy. Any changes to this policy will be posted on [www.AboutRSI.org](http://www.AboutRSI.org) on our Disclaimer, Privacy & Copyright page (link below) and individuals are advised to review this Privacy Policy periodically for any changes. Any updates to this Privacy Policy are effective when they are posted on our Disclaimer, Privacy & Copyright page and can be found at <https://www.aboutrsi.org/disclaimer-privacy-copyright>.

Anyone with questions about this policy, including what data we hold, or who would like to have their data removed, should contact RSI at [info@aboutrsi.org](mailto:info@aboutrsi.org).