



Privacy Policy

Modified: 25 May, 2018

Introduction

We respect the privacy of the users of our website and are committed to protecting personal information according to data protection laws and best practices. This document applies to all visitors to our website, attendees at events, and to internal office operations.

How we Collect and Use Personal Information

We use the personal information we collect from our private website to:

- manage AISH memberships and member preferences;
- administer and improve our website and our systems;
- manage event registrations and billing for members and non-members;
- communicate with our members;
- compile reports about members and our internal website usage.

We use the personal information we collect from our public website to:

- disseminate information about our organization;
- compile reports about external website usage.

AISH does not collect or store any personally identifiable information about you when you visit our website unless you have provided it voluntarily in your membership or guest profile. Categories of personally identifiable data in AISH member profiles include information in a standard curriculum vitae (such as name, address, photos, telephone number, email address, organization where employed, nationality, gender, years in the Headship, and current Headship status). It is not our policy to seek any sensitive information through our website for our own use.

We do not provide information to third-party service providers and under no circumstances do we sell, rent, or share your personal information with any other organization.

Data Security

To prevent unauthorized access and ensure the correct use of information, we maintain appropriate physical, electronic, and managerial procedures to safeguard the information we collect.

Your personal information is stored behind a secured network and is only accessible by a limited number of persons who have special access rights to such systems and are required to keep that information confidential.

In compliance with the Payment Card Industry (PCI) data Security Standard, your credit card and other personal information is transmitted on secure servers located in the United States where your data is protected against unauthorized access and disclosure. No credit card data is stored on the AISH website or in the AISH office.

AISH uses password-protected accounts in DropBox to store photos from events, planning and internal operations documents, and Board/Governance documents.

Google Docs is used to share information collected in AISHnet surveys, in the Leadership Legacy program, and not to store other personal information about our members.

Cookies and Analytics

The AISH website uses cookies to help deliver our online services, ensure that you get the best experience on our website, and to monitor site traffic and usage. Cookies can be blocked or erased after visiting the website. If you choose to disable cookies, some features will be disabled that make your site experience more efficient.

More information about cookies, including how to block them on all sites, can be found here. [Learn more.](#)

We do not pass on data collected in cookies to advertising networks, service providers, or third parties.

Use of Email

AISH uses targeted email through our website to communicate all aspects of the services we provide. AISHnet, on the AISH website, uses email to send out queries and receive (and post) results from surveys conducted by AISH members. When new blogs and newsletters are released, automatic email notices are sent out to Subscribers.

We use GSuite/Gmail for all person-to-person email but not for mass email purposes. AISH collects and stores names and email addresses of contacts in private email contact lists in Gmail.

Your Rights

You have the right to change your communication preferences at any time or to access and request that we rectify or remove your personal information from our system. Local laws may give you additional rights, such as the right to request the information in your file at any time.

If you need assistance accessing, updating, correcting, or removing your personal information from our System, please contact office@academyish.org.

Links

Please be aware that the AISH website contains links to third-party websites, and to the websites of Founding and Supporting members. This Policy applies solely to information collected through this website. If you land on our website from other websites (or move to other sites from our website) we encourage you to read their separate privacy policies.

We do not offer third-party products or services on our website.

Keeping Your Information if You are No Longer a Member

If you decide to not renew your AISH membership, we will ensure your information is securely disposed of. Where required by applicable law we will notify you when such information has been disposed of.

Contact Us

We may revise this Policy by amending this document/page. Please check this page from time to time for any changes we have made. If you have any questions concerning the AISH website or its privacy policies, or to exercise your rights with respect to your personal information, please contact office@academyish.org.