



## General Terms & Conditions

### **Returns Policy:**

Your gift to OM's ministry is very much appreciated. It is deductible to the fullest extent of the law. Under the direction of the Board of Directors, OM USA retains complete control over the use and distribution of donated funds in furtherance of its mission.

### **PRIVACY:**

#### **Our Commitment To Privacy:**

Your privacy is important to us. To better protect your privacy we provide this notice explaining our online information practices and the choices you can make about the way your information is collected and used.

#### **Non-identifying Information:**

It is important to keep in mind that we do not collect personally identifiable information (name, address, e-mail address, Social Security number, or other unique identifiers) on our web site unless we specifically advise you that we are doing so.

#### **Your rights under the Privacy Act:**

When you visit our web site to read pages or download information, we automatically collect and store the following non-identifying information:

- The Internet protocol (IP) address from which you access our web site. An IP address is a unique number identifying the device you are using when browsing our website.
- The type of browser, such as Mozilla, Firefox, Google Chrome or Microsoft Edge and operating system, such as Windows 10 or IOS, used to access our site.
- The date and time our site is accessed, for the purpose of monitoring demand.
- The pages visited, for the purpose of improving the usefulness of our web site by providing helpful links and removing pages that are not read.
- The last site you visited, if that site contained a link to a Census Bureau web page, which indicates how you found this site.
- In other ways that are similar to the above.

This information does not identify you personally. We maintain the above information in system logs. We use this information to make our site more useful to visitors by learning the number of visitors to our site, the number of pages served, and the level of demand for specific pages. We do not track or record information about identifiable individuals and their visits.

#### **The Information We Collect:**

This notice applies to all information collected and/or submitted on the OM USA web site. On some pages you may make requests and register to receive information or materials. The types of personal information collected on our pages may be:

Name

Phone or address information Email addresses

### **Third Party Tracking:**

We use a third-party tracking service from Google Analytics that uses cookies to track information about visitors to our site in the aggregate on page visits, time on page, and visitor bounce rates to enable our making the site better and more informative to our visitors.

### **The Way We Use Information:**

We use the information you provide about yourself to complete your request for information or to better serve visitors to our web site. We do not share this information with outside parties except to the extent necessary to complete your request.

We use return email addresses to answer the email we receive and possibly conduct market research. Such addresses are not used for any other purpose and are not shared with outside parties unless otherwise specified by you.

Finally, we never use the personally identifiable information provided to us online in ways unrelated to those described above without also providing you an opportunity to opt out or otherwise prohibit such unrelated uses.

### **GDPR**

The General Data Protection Regulation (GDPR) was put into place by the European Union in May 2018. This gives EU citizens more control, choices and rights over how their data is used and puts forth guidelines for the collection and processing of data for businesses. The third party vendors that OM USA uses are in compliance with this law. If you would like to request that your information be updated, corrected or deleted, please contact us at [informationcenter.us@om.org](mailto:informationcenter.us@om.org).

### **Our Commitment To Data Security**

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

### **Linking to sites**

Access to additional information or services may be provided through the OM USA web site. Security and privacy policies on the associated pages may differ from this OM USA policy.

### **Storage of Information**

All information collected from Users of this web site is stored on secured media. We use industry-standard security measures to protect any personal information you may provide to us. However, we cannot guarantee that your submissions to our web site, any content residing on our servers, or any transmissions from our server will be completely secure.

### **Credit Card Account Information**

OM USA utilizes secure transaction methods (TLS) when collecting credit card information over the Internet. Bank account and credit card numbers are encrypted and stored in secure third party systems and therefore, OM USA does not have access to the encrypted information.

### **Changes**

OM USA may modify this Privacy Policy at any time. This Privacy Policy was last revised on May 30, 2018.

### **How to Contact Us**

Should you have other questions or concerns about these privacy policies, please write to [informationcenter.us@om.org](mailto:informationcenter.us@om.org)