



# DIOCESE OF GRAND RAPIDS

## Privacy Policy

### 1. Introduction

Diocese of Grand Rapids (“DOGR”) has created this Privacy Policy to demonstrate its commitment to user privacy and online data security, and to communicate its online information gathering, use and dissemination practices for users of this Diocese of Grand Rapids site (the “Site”). Please take the time to read and understand our privacy policies so that you can understand how we treat your personally identifiable information.

DOGR reserves the right to change the terms and conditions of this Privacy Policy at any time in its sole discretion. DOGR shall notify you of such changes by posting the changes on the Site. You are responsible for regularly reviewing this Privacy Policy and all such changes. Continued use of the Site after any such changes have been posted shall constitute your agreement to such changes. This Privacy Policy is incorporated into and subject to the terms of DOGR's “[Terms of Use](#)” for the Site, which can be found at [www.dioceseofgrandrapids.org](http://www.dioceseofgrandrapids.org).

### 2. Information Collected

You are not required to provide any personally identifiable information (information that reveals your identity) when visiting the Site. DOGR also does not capture any such personally identifiable information without your knowledge or consent. You are free to read and review the information contained in the Site. You may voluntarily submit personally identifiable information through e-mails to DOGR.

### 3. DOGR's Protection and Use of Your Identifiable Information

If you choose to provide DOGR with personally identifiable information, DOGR will only use that personally identifiable information within its organization to respond to your specific request or e-mail, and to inform you of various programs, activities or services. DOGR will store this personally identifiable information in its secure database, and will take appropriate measures to safeguard personally identifiable information against unauthorized disclosure or use. Any personally identifiable information you submit will not be shared with, disclosed or distributed to third parties, except that DOGR may disclose your personally identifiable information when required to do so by law, for example, in response to a court order or a subpoena, when requested by a law enforcement agency and/or when DOGR has reason to believe that someone is causing injury to or interference with the rights or property of another.

### 4. Opt-Out Policy

You have the option to opt out of being contacted by or receiving information from DOGR, its sponsors, affiliates and/or partners, and to choose how DOGR uses your personally identifiable information. You may also review, update and correct your personally identifiable information. You may exercise these options by sending an e-mail with your request to [webmaster@dioceseofgrandrapids.org](mailto:webmaster@dioceseofgrandrapids.org)

## **5. Non-Personally Identifiable Information**

DOGR sometimes uses non-personally identifiable information to improve the design and content of its Site, and to analyze how its Site is used. DOGR may also share aggregated non-personally identifiable information with third parties for various purposes. DOGR's obligations under this Privacy Policy do not apply to any information or data that: (a) is not identifiable as yours; (b) is or becomes entirely in the public domain; (c) was known to DOGR prior to its access to the information or data; (d) received lawfully from a third party through no breach of any obligation of confidentiality owed to you; and/or (e) created by DOGR independently of its access to, or use of, your personally identifiable information.

## **6. Security**

DOGR has put in place appropriate physical, electronic, and managerial procedures to safeguard and help prevent unauthorized access, maintain data security, and correctly use the information we collect online.

## **7. Internet Protocol Addresses**

Internet Protocol ("IP") addresses are identification numbers assigned to a user's computer by its Internet Service Provider each time the user logs onto the Internet, or are permanently assigned if the user has an open connection to the Internet. IP addresses are used by DOGR to, among other things, administer this Site, help diagnose technical problems, and to track and analyze aggregate data associated with this Site. DOGR may provide such IP addresses and/or such aggregate data to third parties. However, IP addresses are not linked to your personally identifiable information, and DOGR will not disclose your personally identifiable information in providing IP addresses or aggregate data to third parties.

## **8. Links to Other Sites**

This Site contains links to other sites. These other sites may send their own cookies to users, collect data, solicit personal information, or contain information that you may find inappropriate or offensive. Unless expressly stated on the Site, DOGR is not affiliated with, and DOGR does not endorse or sponsor, any sites on the Internet that are linked through or to the Site. DOGR makes no representations or warranties concerning the content of sites linked through or to the Site, or their information gathering, use or dissemination practices. In no event shall DOGR be responsible or liable for the privacy practices or information gathering, use or dissemination practices of these other sites. You will need to review the privacy policies or statements of these other sites to understand the operators' information gathering, use and dissemination practices.

## **9. Additional Information**

Questions regarding this Privacy Policy or the practices of this Site should be directed to DOGR by e-mailing such questions to [webmaster@dioceseofgrandrapids.org](mailto:webmaster@dioceseofgrandrapids.org).

**Effective July 8, 2009**