

## **Blue Star Recyclers Privacy Notice**

Last Updated: August 7, 2016

Our mission is to recycle electronics to create jobs for people with autism and other disabilities.

### **Blue Star Recyclers Privacy Principles**

Our Privacy Notice is fueled by our commitment to the following Privacy Principles:

We're deeply committed to creating a safe and secure online environment for you.

We do not sell your personal information to third parties.

We strive to provide you with access to and control over the information you give us, and we take the protection of your information very seriously.

### **About Blue Star Recyclers and our Privacy Notice**

Blue Star Recyclers ("Blue Star", "us", or "we") feels strongly about protecting your privacy. We understand how important privacy is to you, and we are committed to creating a safe and secure environment. This Privacy Notice applies to [bluestarrecyclers.org](http://bluestarrecyclers.org), [bluestarrecyclers.com](http://bluestarrecyclers.com), and our mobile application, (Properties) which are all owned and operated by Blue Star Recyclers. This Privacy Notice describes how Blue Star Recyclers collects and uses the information you provide on our properties, and describes the choices available to you regarding our use of your personal information and how you can access and update this information.

As a not-for-profit, 501(c)(3) organization, we use the data we collect to provide you with a better experience and fulfill our mission of providing electronics recycling services to create jobs for people with autism and other disabilities.

Our Privacy Notice describes what information we gather from our supporters, customers, and others who visit and use our sites, how we use that information, and what we do to protect it. By visiting or using our sites, you consent to the information handling practices described in this Privacy Notice.

Your use of our websites and any information you provide are subject to the terms of this Privacy Notice.

### **How we collect and use data**

We take the information you provide to us very seriously, and we strive to put you in control of decisions around your information. Blue Star Recyclers collects the following information about you and your use of our websites:

#### Personal Information.

When you register for updates and news messages, browse and use our sites, you may provide to Blue Star Recyclers what is generally called "personally identifiable information" or "personal data" (such as your full

name, email address, or a photograph of yourself) that can be used to identify you. At Blue Star Recyclers, we call this data “Personal Information”. If you elect to provide Personal Information on the Website, Blue Star may use that information for transactions you have authorized, internal research or to correspond with you.

If you correspond with us through letters or email messages, we may store such correspondence with whatever other information you have provided to us. By engaging in transactions with Blue Star, you agree that we may store the relevant information and contact you in response. In addition to the other uses described in this section, Blue Star Recyclers will use the Personal Information you provide to us and information we collect about your use of our Website to improve access to our website, improve the content and organization of our website, resolve disputes, and correct technical problems with the website.

Information from Integrated Services like Facebook or Google.

Blue Star Recyclers is not responsible for the privacy practices of such other sites. If you decide to register through or otherwise grant access to a third-party social networking or integrated service (what we call an “Integrated Service”), such as Facebook Connect or Google, Blue Star Recyclers may also collect Personal Information that is already associated with your Integrated Service account. You may also have the option of sharing additional information with Blue Star Recyclers through an Integrated Service. If you choose to provide such information, during registration or otherwise, you are giving Blue Star Recyclers the permission to use, share, and store it in a manner consistent with this Privacy Notice.

Information about your use of our website and other User-provided Information.

We may collect usage information about your use of certain features on our website, such as the number of times you review the items we recycle or access location information. This enables us to better tailor information that helps you recycle with Blue Star Recyclers.

Location Information.

We may collect and use information about your location (such as your state country) to understand interest in our services, but we don’t collect the precise geo-location of you or your device. You may be able to change the settings on your computer or mobile device to prevent it from providing us with any location information.

No Distribution of Information to Third Parties.

Blue Star Recyclers policy is to retain Personal Information only for our use. We do not rent or sell your Personal Information to third parties. Although we use industry standard hardware and software designed to protect your privacy, we cannot guarantee and you should not expect that the Personal Information you submit to us will always remain confidential. Our server computers may retain whatever Personal Information you have provided to us, and such data could potentially be

made available for distribution to third parties as required by law, such as to law-enforcement agencies or pursuant to subpoenas or other court orders. In such cases, Blue Star Recyclers shall have no obligation to notify you of, or to decline, any appropriately documented request for Personal Information.

Blue Star Recyclers uses this information in the following ways:

To enhance our website and the services we provide.

To understand how you and other Users use our website.

Blue Star Recyclers uses all of the information that you provide or that we collect from Users to understand and analyze the usage trends, behaviors, and preferences of our Users, to improve the way the Properties work and look, and to create new features and functionality.

#### Data Retention

Unless we receive a deletion request, we will retain your information for as long as your account is active or as is reasonably useful for operational purposes.

Blue Star Recyclers uses a variety of third-party service providers, such as YouTube to host our videos or Google Analytics to understand our Website usage. We may allow third-party service providers to place and read their own cookies, web beacons, and similar technologies to collect information through the Website. These third parties collect this information directly and automatically, and Blue Star Recyclers does not participate in these data transmissions. Blue Star Recyclers will, wherever feasible, contractually obligate our third-party service providers to abide by the terms of this Privacy Notice.

Limitations on access to your Personal Information by Employees and Authorized Parties. Blue Star Recyclers' employees, agents and contractors must have a legitimate business reason to access Personal Information you provide to Blue Star Recyclers. We may share your Personal Information with third-party service providers, including outside contractors or agents who help us manage our information activities, but they may only use your Personal Information to provide us with a specific service and not for any other purpose. Where feasible, Blue Star Recyclers will require our third-party service providers to comply with this Privacy Notice.

You can choose to not provide us with Personal Information.

You may always decline to share your Personal Information with Blue Star Recyclers. Registration is not required to access most of information.

You can disconnect us from Integrated Services.

You may revoke Blue Star Recyclers's access to your account on any Integrated Service, such as Google or Facebook, at any time by updating the appropriate settings in the account preferences of the respective Integrated Service. You should check your privacy settings on each Integrated Service to understand and change the information sent to us

through each Integrated Service. Please review each Integrated Service's terms of use and privacy policies carefully before using their services and connecting to our Properties.

#### Our approach to Data Security

Data security is important to you, and to us.

To protect your privacy and security, we take reasonable steps to verify your identity before granting you account access or making corrections to your information. We try to ensure that our websites and information sent to us are safe, but no security measures are perfect. Blue Star Recyclers uses certain physical, managerial, and technical safeguards designed to preserve the integrity and security of your Personal Information and other information we maintain in connection with our website. We cannot, however, ensure or warrant the security of any or all of the information you transmit.

#### How we maintain data integrity

At Blue Star Recyclers, we only use Personal Information as needed for the purposes for which it was collected or where you have consented to our use of Personal Information relating to you. We take reasonable steps to ensure that the Personal Information we store and use is accurate, complete, and up-to-date. If you discover that Personal Information or other data pertaining to you is inaccurate, incomplete, or out-of-date, please update your account information or contact us as outlined below.

#### Links to other sites

Our websites may link to and may be linked by websites operated by other entities or individuals. This Privacy Notice does not apply to, and we cannot always control the activities of, such other third-party websites. You should consult the respective privacy policies of those third-party websites.

#### Changes and updates to this Privacy Notice

Blue Star Recyclers may modify or revise this Privacy Notice from time to time. Blue Star Recyclers will notify Users of any changes to our Privacy Notice by posting the revised Privacy Notice with an updated date of revision on our Properties, along with a short notice of the revision posted on our homepage.

#### Contacting Blue Star Recyclers

Please contact Blue Star Recyclers with any questions or comments about this Privacy Notice, your personal information, our third-party disclosure practices, or your consent choices by email [privacy@bluestarrecyclers.org](mailto:privacy@bluestarrecyclers.org).