

## **Privacy Policy for EWDO**

**Last updated:** 1<sup>st</sup> September, 2025.

Ekwendeni Women Dawa Organization (EWDO) (“we,” “our,” or “us”) values your privacy and is committed to safeguarding the personal information you share with us. This Privacy Policy explains how we collect, use, disclose, and protect your personal data when you visit our website ([www.ewdomw.org](http://www.ewdomw.org) ), engage with our programs, or make donations.

By using our website, you agree to the practices described in this policy.

### **Information We Collect**

We collect different types of information depending on your interaction with EWDO:

#### a) Information You Provide Directly

- Contact details: (name, email, phone number, address) when you sign up for newsletters, register for events, or reach out to us.
- Donor information: such as name, email, and donation details. Please note: we do not store full payment card details - these are processed securely by third-party payment providers.
- Volunteer or partner information: such as CVs, skills, and background information, when you apply to work with EWDO.
- Beneficiary information: (where necessary) such as name, gender, or age group, to support program delivery and monitoring.

#### b) Information Collected Automatically

- Technical details: IP address, browser type, device type, operating system, and referring website.
- Usage data: Pages visited, time spent on site, clicks, and search queries.
- Cookies: Small data files to improve site performance and personalize your experience.

#### c) Information from Third Parties

We may receive information about you from trusted partners (such as donors, implementing partners, or social media platforms) if you engage with us through those services.

## **How We Use Your Information**

We use personal data only for legitimate organizational purposes, including:

- Communication: Responding to inquiries, sending newsletters, and updating you about our work.
- Fundraising & Donations: Processing and acknowledging donations, issuing receipts, and reporting to donors.
- Program Delivery: Registering participants, tailoring services, and monitoring project outcomes.
- Partnerships & Volunteering: Managing applications, collaborations, and volunteer engagement.
- Website Improvement: Analyzing user behavior to enhance site performance and security.
- Legal Compliance: Meeting regulatory obligations, including financial audits and reporting.

We will never use your data for purposes that are incompatible with these.

## **Legal Basis for Processing (if applicable)**

Depending on your location, we process your personal data based on:

- Consent (when you sign up for newsletters or provide data voluntarily).
- Contractual necessity (when processing is required to provide services you requested).
- Legal obligations (when required by regulators or authorities).
- Legitimate interests (such as improving our services, ensuring security, or fundraising).

## **Sharing Your Information**

We do not sell or rent your data. We may share personal information only when necessary with:

- Service providers (such as payment processors, IT service providers, or mailing services).
- Partner organizations involved in joint projects, but only when essential and under confidentiality agreements.
- Auditors, regulators, or legal authorities when required by law.
- Aggregated or anonymized data with donors, funders, or partners for reporting and accountability (this data does not identify individuals).

## **Cookies & Tracking**

We use cookies and similar technologies to:

- Ensure the website functions properly.
- Analyze traffic and improve usability.
- Customize content for returning visitors.

You can disable cookies in your browser settings, though some features may not function properly.

## **Data Security**

We implement appropriate technical, organizational, and administrative measures to protect personal information from unauthorized access, disclosure, alteration, or destruction. These include:

*Empowering women  
to lead change*

- Encrypted connections (HTTPS).
- Secure third-party payment platforms.
- Access controls to sensitive data.
- Regular system monitoring and updates.

However, no method of transmission over the internet is 100% secure. We encourage you to take precautions when sharing personal information online.

## **Data Retention**

We keep personal data only as long as necessary for the purposes outlined in this Privacy Policy or as required by law. For example:

- Donor and financial records are retained for accounting and auditing purposes.
- Program-related data is kept for monitoring and evaluation, then anonymized where possible.
- Mailing list subscriptions continue until you unsubscribe.

### **You're Rights**

Depending on your location, you may have the right to:

- Access the personal data we hold about you.
- Request corrections if your information is inaccurate or incomplete.
- Request deletion of your data, subject to legal or contractual restrictions.
- Withdraw consent for communications at any time.
- Opt out of newsletters or marketing messages by using the “unsubscribe” link or contacting us directly.

### **Children's Privacy**

EWDO does not knowingly collect personal information from children under the age of 13 without parental or guardian consent. If we become aware that we have collected such information, we will delete it immediately.

### **International Data Transfers**

If you are accessing our website from outside Malawi, your information may be transferred to and stored on servers located in other countries. We ensure that any such transfer is done with appropriate safeguards in place.

### **Third-Party Links**

Our website may contain links to other websites. EWDO is not responsible for the privacy practices or content of external sites. We encourage you to review their privacy policies.

### **Updates to This Policy**

We may update this Privacy Policy from time to time to reflect changes in our practices, technologies, or legal requirements. Updates will be posted on this page with a revised “Last Updated” date.

### **Contact Us**

If you have any questions, concerns, or requests regarding this Privacy Policy, please contact us at:

#### **Ekwendeni Women Dawa Organization (EWDO)**

✉ Email: [info@ewdomw.org](mailto:info@ewdomw.org)

📞 Phone: +265 886 090 669

📍 Address: Mzuzu, Northern Region, Malawi.

