

The Doris Duke Charitable Foundation, Duke Farms Foundation and Doris Duke Foundation for Islamic Art (collectively referred to hereafter as the “Foundation”) are committed to protecting your privacy. This Privacy Policy is part of Foundation’s Terms of Use and is designed to help you understand how Foundation’s websites, located at [www.ddcf.org](http://www.ddcf.org), [www.dukefarms.org](http://www.dukefarms.org); [www.ddfia.org](http://www.ddfia.org) ; [www.shangrilahawaii.org](http://www.shangrilahawaii.org); [www.ddcspnetwork.org](http://www.ddcspnetwork.org) under the control of Foundation that link to this Policy (collectively referred to hereafter as the “Site”), collects information about you when you visit the Site and how Foundation uses, maintains, protects and discloses that information. This Privacy Policy applies to data that personally identifies you (“Personal Information”) that is collected on and in the Site and in email and other electronic messages between you and the Site. Your use of the Site constitutes your agreement to this Privacy Policy and all Foundation’s Terms of Use.

Please read this Policy carefully before using the Site. By accessing or using the Site, you agree to be bound by this Policy, as well as Foundation’s Terms of Use. If you do not agree to this Policy for any reason, please do not use the Site and exit immediately.

## **Personal Information**

### What Information Foundation Collects Directly

You may visit the Site without being required to provide your name, email address or similar personal information. However, certain features of the Site may permit you to enter contact information and other information about yourself, such as your name, mailing address, e-mail address and phone number.

Foundation directly collects information from you when you provide it to Foundation. You may give Foundation your personal data by filling in forms (such as grant applications), or by corresponding with Foundation through the Site, by email, or otherwise. This includes personal data you provide (i) when you send an email inquiry to the Foundation, (ii) when you sign up to receive email newsletters from Foundation, (iii) in connection with grant applications or awards, or (iv) when you register for and/or participate in Foundation programs, initiatives, and events.

Foundation may also receive personal data about you from third parties (such as Foundation’s grantee organizations) and other sources, including your organization/company, publicly available sources, and third-party analytics providers without you entering it on the Site. For example, Foundation may receive your personal data if someone at your organization designates you as a contact person for that organization or includes information about you in a grant application. Foundation may use this information to send you items of interest, where permitted by law. If you do not want to receive information from Foundation, you can follow the instructions below to stop those messages.

### What Information Foundation Collects Automatically

Certain information is automatically collected from you when you interact with and navigate through the Site. This information includes your domain name and host for Internet access; the Internet address of the site from which you came; the date and time of your access; your computer’s IP address and information about its operating system, browser and host; the date and time you access the Site and the pages you visit.

The Site will also automatically collect information through browser cookies. A cookie is a small file placed on the hard drive of your computer. You may refuse to accept browser cookies by activating the appropriate setting on your browser. However, if you select this setting you may be unable to access

certain parts of the Site. By using the Site with your browser setting adjusted to accept cookies, you consent to Foundation's use of cookies on the Site.

Much of this information is collected through cookies, web beacons, and other tracking technologies, as well as through your web browser or device (e.g., IP address, MAC address, browser version, etc.). The tracking technologies employed when you use the Site may be first-party or third-party. Foundation uses cookies for the following purposes:

- **Performance/Analytics**: We use these cookies to analyze how the Site is accessed, used or is performing. We use this information to maintain, operate and continually improve the Site. We may also obtain information from Foundation's e-mail newsletters, to learn whether you opened or forwarded the newsletter or clicked on any of the content. This information tells the Foundation about the Foundation's newsletters' effectiveness and helps the Foundation ensure that its delivering information that you find interesting.
- **Advertising**: Interest-based advertising is the collection of data across different websites and/or different devices for the purpose of tailoring advertising based on preferences or interests known or inferred from the data collected. We allow third parties, such as Google, Facebook, and Twitter, who assist us in serving advertising regarding the Site when you leave the Site, to collect or receive information from the Foundation's Site and elsewhere on the internet and use that information to provide measurement services and target ads.

The third-party website analytics tools that collect automated information about visitor traffic on Foundation's Site include Google Analytics. Google Analytics is a web analytics service provided by Google, Inc., on Foundation's Site. Google Analytics uses cookies or other tracking technologies to help us analyze how users interact with and use the Site, compile reports on the Site's activity, and provide other services related to the Site's activity and usage. The technologies used by Google may collect information such as your IP address, time of visit, whether you are a return visitor, and any referring website. The information generated by Google Analytics will be transmitted to and stored by Google and will be subject to Google's [privacy policies](#). You can learn how Google collects and processes data and how to opt out of tracking of analytics by Google, by clicking [here](#).

If you do not want to receive cookies, you may set your browser to reject them. However, if you turn cookies off, you may not have access to some of the Site's services and features. Foundation also may allow third parties to issue cookies, pixels, web beacons and other tracking technologies on the Site to help Foundation compile aggregated statistics regarding the operations of the Site.

Because an industry-standard Do-Not-Track protocol has not yet been established, Foundation's information collection practices on Foundation Site will continue to operate as described in this Privacy Policy regardless of any "Do Not Track" signals that may be sent by certain browsers. However, you may refuse to accept cookies in order to prevent tracking activities.

## **Information from Social Media**

When you interact with the Site through a social media platform (such as by clicking on a social media icon linked from the Site), Foundation may collect the personal information that you make available to Foundation on that page, including your account ID or username and other information included in your posts. If you choose to log in to your account with or through a social networking service, Foundation and that service may share certain information about you and your activities.

## **How Foundation Uses Your Personal Information**

- To Communicate with you, including to respond to your inquiries and fulfill your requests;
- To Provide, maintain, personalize, optimize, and improve the Site, including research and analytics regarding use of the Site, or to remember you when you leave and return to the Site;
- To Make decisions about approving and funding grants;
- To Notify you about changes to the Site or the Policy
- To Process grant applications and manage grants, agreements, process event or program registration;
- Provide you with more relevant content in email bulletins, newsletters, mailings and other information about programs, grants initiatives and events to which you may be subscribed;
- Detect, investigate, and prevent activities that may violate Foundation's policies or be fraudulent or illegal; and
- As necessary to comply with legal obligations to which Foundation is subject.

### **How Foundation Shares Your Personal Information with Others**

Foundation will only use your personal data for the purposes for which Foundation collected it, unless Foundation reasonably determines that it needs to use it for another reason that is compatible with the original purpose(s) and/or as required or permitted by law. If Foundation needs to use your personal data for an unrelated purpose, Foundation will notify you and explain the legal basis which allows it to do so.

Foundation does not sell, rent, or otherwise disclose your personal data to any third parties, except as described below.

Foundation may share or disclose your personal data to third-party service providers, affiliates and agents who use the information to perform services on Foundation's behalf, such as website hosting, information technology services, and data management. Foundation requires all third-party service providers to respect the security of your personal data and to treat it in accordance with the law. Foundation does not allow Foundation's third party service providers to use your personal data for their own purposes and only permits them to process your personal data for specified purposes and in accordance with Foundation's instructions.

Subject to applicable law, Foundation may use or disclose your personal data as Foundation deems reasonably necessary or appropriate under applicable laws; to respond to requests from public, governmental, and regulatory authorities; to comply with court orders, litigation procedures, and other legal processes such as a search warrant or a subpoena; to take action regarding suspected illegal activities; to obtain legal remedies or limit the Foundation's damages; and to protect the rights, reputation, personal safety and property of Foundation employees, you, or other users, affiliates or the public.

### **Third-Party Links**

The Site may include links to other sites operated by third parties. These websites are governed by their own terms of use and privacy policies, which you should carefully read. When you leave this Site, Foundation encourages you to exercise caution and read the privacy policy and terms of use of every other website you visit to understand how the third parties collect, process, share and store your information. Foundation does not control these third-party websites and Foundation is not responsible for their security or privacy of any information collected by other websites or other services.

### **Data Location**

Foundation stores your data in the United States on secured servers. By providing your data you consent to: (i) the use of your personal data for the uses identified above in accordance with the Privacy Policy; and (ii) the transfer of your personal data to the US as indicated above and the application of US laws to the collection, use and disclosure of your personal information.

### **Data Retention/Duration**

Foundation retains your personal data only for as long as is necessary for Foundation's legitimate interests, in accordance with Foundation's retention policies, and in accordance with applicable laws.

### **Data Security**

No data transmission over the internet can be 100% secure; therefore, Foundation does not represent or guarantee and cannot ensure or warrant the security of any personal information or other information in any form submitted. Foundation disclaims liability for personal information submitted on or through the Site. You provide us with your information at your own risk. Nevertheless Foundation has put in place procedures to address any data breach and will notify you and any applicable regulator of a breach where legally required to do to.

### **For Users in from Outside the United States**

Foundation is located in the United States and the Site is operated and controlled in the United States.

By using the Site, you:

- consent that your personal information will be used and processed as described in this Privacy Policy; and
- consent to having your information transferred to Foundation and/or Foundation's third party service providers, in the United States or elsewhere, as described in this Privacy Policy and to the application of United States laws to the collection, use and disclosure of your personal information.

If you are a European Union (EU) national and reside in the EU, or are a non-EU national residing in the EU, the Foundation will transfer your personal data to the United States in accordance with EU data protection law requirements and/or by using standard contractual clauses that have been approved by the European Commission. Such a transfer may also take place with your explicit consent and/or if necessary in order to perform a contract with you or fulfill your request.

Purposes of processing and legal basis for processing personal information: As explained above, Foundation processes personal information in various ways depending upon your use of Foundation Site. Foundation processes personal information on the following legal bases: (1) with your consent; (2) as necessary to perform Foundation's agreements; and (3) as necessary for Foundation's legitimate interests in providing services where those interests do not override your fundamental rights and freedom related to data privacy.

**Transfers:** Personal information Foundation collects may be transferred to, and stored and processed in, the United States or any other country in which Foundation or Foundation's affiliates, partners, or service providers maintain facilities. Upon the start of enforcement of the General Data Protection Regulation (GDPR), Foundation will continue to ensure that transfers of personal information to a third country or an international organization are subject to appropriate safeguards as described in Article 46 of the GDPR.

**Individual Rights:** If you are an EU national and reside in the EU or are a non-EU national residing in EU, you may have the following rights under data protection laws with respect to personal data you provide to us.

- Right to access. You have the right to obtain information about Foundation's processing of personal data and a copy of your personal data that Foundation stores.
- Right to rectify your data. You have the right to request that Foundation update or correct your personal data if it is inaccurate or incomplete.
- Right to request data erasure. You have the right to have your personal information erased from Foundation's files if the data is no longer necessary for the purpose for which it was collected, you withdraw consent to its processing and no other legal basis for processing exists, or you believe your fundamental rights to data privacy and protection outweigh Foundation's legitimate interest in continuing the processing.
- Right to restrict or object to Foundation's processing. You have the right to restrict or object to Foundation's processing of your personal data if you contest the data's accuracy, its processing is unlawful, or you have objected to its processing and await verification of the Foundation's legitimate grounds for processing it.
- Right to lodge a complaint. You have the right to lodge a complaint about Foundation's data collection and processing actions with your national data protection authority or regulator.

Please note: In order to verify your identity, Foundation may require you to provide Personal Information prior to accessing any records containing information about you.

**Controller.** The data controller (as defined under EU data protection law) will be the Doris Duke Charitable Foundation (Foundation). If you wish exercise any of the rights set out above, please contact Foundation by email or mail at the addresses set forth below in Contact Details and Foundation will promptly address the issue.

## **Information You Provide About Others**

Do not provide or allow others to provide personal information about anyone unless you, on your own behalf and on behalf of anyone whose information you provide: (a) have reviewed and agree with this Privacy Policy, and (b) are authorized to and do consent to have all data used and transferred internationally. By submitting any personal information about others you represent and warrant that you received such authorization beforehand.

## **Use of the Site by Children**

The Site is solely directed at adults and does not target children or solicit information from children. If you are under the age of thirteen (or if being a 'minor' is defined as a younger age in your relevant jurisdiction, that relevant age), please do not provide Foundation with any of your personal data,

including your email address. Foundation does not knowingly collect personal information from children. If you believe that Foundation may have collected personal information from someone under the applicable age of consent without parental consent, please contact Foundation by email or mail at the addresses set forth below in Contact Details and Foundation will promptly address the issue.

### **To Stop Receiving Messages From Foundation/Unsubscribe**

If you wish to stop receiving messages from Foundation, click on the “unsubscribe” link at the bottom of any message you receive from us.

### **Changes to this Policy**

Foundation may make changes to this Privacy Policy from time to time. Foundation will post any changes, and such changes will become effective when they are posted and will contain a notice at the end of the Policy of the last date that any changes were made. Your continued use of the Site following the posting of any changes will mean you accept those changes.

### **Contact Details**

Please direct any questions or comments about this Privacy Policy or Foundation’s practices by phone, by email or by mail to the contact listed below.

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