



Phab Privacy Policy

Reviewed: May 2025

This Privacy Policy sets out how Phab Ltd uses and protects any information which is given to Phab Ltd. Phab Ltd is committed to ensuring that your privacy is protected and personal data given to us is stored securely.

Information Collected

If you contact us, we may collect certain information including:

- Name and contact address details
- Email address and telephone number
- Credit Card details
- Personal medical information

Purpose for Requesting Your Information

We require this information to process a transaction such as a purchase, a booking or a donation. Unless you instruct us to the contrary, no credit card details are retained following successful collection of the payment.

We may also use your contact details to inform you from time to time about Phab events or activities which we think you may find interesting based on previous correspondence with you. We will use the postal or email address which you have provided. We may contact you by email, phone or post.

If you apply as a participant or a volunteer on a Phab Adventure Residential or fun weekend, we will also require you to give us certain medical information and details of your medication.

Phab Ltd may share personal data of event participants (e.g. volunteers, members, staff) with external suppliers solely for the purposes of supporting the planning, co-ordination and safe delivery of Phab events. Suppliers enlisted by Phab Ltd will agree to process personal data only as necessary for the

performance of these services and must complete a Data Sharing Agreement document.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect.

We only provide certain employees with access to sensitive personal data and ensure that our working practices meet the highest standards of security.

We will not share your personal information to third parties without consent unless required or permitted by law.

Cookies

'Cookies' are small text files sent by a web server to a web browser, which enable the server to collect information from the browser. Phab uses cookies to ensure that you can interact with our web site successfully, to recognise your account when you visit the web site and to make your use of the site more convenient for you. The use of cookies does not give access to the rest of your computer or to any personal information about you. If you do not wish to have cookies placed on your computer, you can disable cookies on your Internet browser.

Controlling Your Personal Information

If you have previously agreed to us using your personal information to inform you about Phab events or activities, you may change your mind and we can remove your information at any time by emailing us at info@phab.org.uk or by calling our office on 020 8667 9443.