



Privacy Policy

Effective Date: 20 March 2025

1. Introduction

Werugha Welfare Association (WWA) respects your privacy and is committed to protecting your personal data in compliance with the **Kenya Data Protection Act, 2019**. This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you visit our website <https://werughawelfare.org>. By accessing our website and using our services, you agree to the terms of this Privacy Policy.

2. Information We Collect

We may collect the following types of personal data:

- **Identity Information** (e.g., name, ID number, gender, date of birth)
- **Contact Information** (e.g., phone number, email, postal address)
- **Membership Information** (e.g., registration details, payment records)
- **Website Usage Data** (e.g., IP addresses, cookies, browsing history)

3. How We Collect Personal Data

We collect personal data:

- When you provide it voluntarily (e.g., registering for membership, filling out contact forms, or making inquiries).
- Automatically when you browse our website through cookies and tracking technologies (cookies).

4. Purpose of Data Collection

We collect personal data for the following purposes:

- To manage membership and communication with members.
- To provide services and respond to inquiries.
- To improve website functionality and user experience.
- To comply with WWA's constitutional requirements.

5. Basis for Processing Personal Data

WWA processes personal data based on:

- Your **consent** when you voluntarily provide information.
- **Legitimate interests** to improve our services and engagement with WWA members.

6. Data Sharing and Disclosure

We may share your personal data:

- With authorized third-party service providers (e.g., payment processors, IT service providers).
- With government or regulatory bodies if required by law.
- When you provide consent for specific disclosures.

WWA **does not sell** or rent your personal data to third parties.

7. Data Security Measures

We implement appropriate **technical and organizational security measures** to protect personal data from unauthorized access, loss, or misuse. These include:

- Secure servers and encrypted data storage.
- Access control measures to limit who can view your data.
- Regular security audits and staff training on data protection.

8. Data Retention

We retain personal data only for as long as necessary to fulfill the purposes outlined in this policy, unless a longer retention period is required. After this period, data will be securely deleted or anonymized.

9. Your Rights as a Data Subject

Under the **Kenyan Data Protection Act, 2019**, you have the following rights:

- **Right to Access:** Request a copy of the personal data we hold about you.
- **Right to Information:** to be informed of the use of your personal data.
- **Right to Correction:** Request corrections of inaccurate or outdated data.
- **Right to Deletion:** Request that we erase your personal data under certain conditions.
- **Right to Object:** Object to how we process your data for marketing or other purposes.
- **Right to Data Portability:** Request transfer of your data to another service provider.

To exercise any of these rights, contact us at info@werughawelfare.org

10. Cookies and Tracking Technologies

Our website may use cookies and similar tracking technologies to enhance your browsing experience. You can manage cookie preferences through your browser settings.

11. Third-Party Links

Our website may contain links to third-party websites. WWA is not responsible for the privacy practices of these external sites. We encourage users to review their privacy policies before providing any personal data.

12. International Data Transfers

If personal data is transferred outside Kenya, we ensure appropriate safeguards are in place, as required under the **Kenyan Data Protection Act, 2019**.

13. Updates to this Privacy Policy

WWA may update this Privacy Policy from time to time to reflect legal changes or operational adjustments. We will notify you of significant updates via our website.

14. Contact Information

For any questions or concerns regarding this Privacy Policy, please contact us:

Werugha Welfare Association (WWA)

Email: info@werughawelfare.org

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