

Earthworks' Privacy Policy

Updated December 2017

Earthworks, and each of our programs and campaigns, is committed to protecting your privacy. This privacy policy exists to demonstrate our commitment to the privacy of our members and users of www.earthworkSACTION.org, and to explain how we collect, use, and retain data.

Information Collected and Used by Earthworks

In order to use some of the tools and functions of the Earthworks website, such as the Earthworks 'take action' and donation pages, users must enter some identifying information including name, address, and contact information. For example, when taking action on Earthworks' website, you must identify yourself by name, address, email, and in some cases, phone number. Earthworks includes this identifying information when we send your message to government officials and other decision-makers. This is necessary for your message to be effective, and is often required by the recipients. Please note that letters sent to government agencies may be made publicly available, and will sometimes include the full name and address of the person(s) submitting the comments.

Earthworks does not disclose this information to anyone except to 1) identify you to those you contact through our website, as described in the following paragraphs, or 2) partner organizations whose work supports and furthers Earthworks' mission, unless you specify that you do not want Earthworks to share your information with any other groups.

Earthworks *does not* collect private information from you without your explicit permission, and most of the Earthworks website does not require you to disclose personal information to view. *You may always "opt-out," either now or at any time in the future, if you do not wish to receive messages from Earthworks.*

IP addresses & Cookies

Earthworks also compiles basic information from user across our website, such as the date and time of your visit and your approximate location. Earthworks compiles this information into a statistical aggregate that Earthworks uses, together with your personal information, for internal business and administrative purposes that improve our website, operations, and client service.

Earthworks uses your IP address to track usage and compile statistics on website usage so we may better communicate with and serve our supporters. Our website uses "cookies" to assist our users. "Cookies" are small packets of data, stored on your computer, that our website is able to read. For example, these cookies may auto-fill your first and last name into a donation page so you do not have to re-enter that information multiple times. You can delete or cancel cookies, which are stored on your computer, through your web browser settings.

Email Subscriptions

The information collected when you subscribe to an Earthworks email list is used to send email reminders and other relevant information. If you would like to be removed from our email list(s), you can unsubscribe or “opt-out” by [visiting your member page](#) here or simply sending an email to action@earthworksaction.org.

Data Security and Storage

Earthworks takes action to protect against the loss, misuse, and alteration of your personal information.

To secure the information supplied by Earthworks action takers and donors, you are supplied with a user name and password when you first login to your member page. The data gathered from action takers and donors is stored on servers using industry-standard methods to protect the confidentiality and integrity of that data.

Access to personal data is restricted within Earthworks, and all employees are aware that personal data is private. *If you would like for your data to be deleted from Earthworks’ database, you can send an email to action@earthworksaction.org.*

Links to External Sites

Earthworks’ website provides links to several other third party websites. While Earthworks makes efforts to choose external links carefully, Earthworks does not take any responsibility for the content of linked websites, or for the privacy policies of these external websites. Earthworks encourages you to review the privacy policies posted on third party websites prior to use.

Secure Transactions

When you donate to Earthworks through our website, your donation information is encrypted and transmitted via a secure connection. Earthworks uses your credit card information only for the purpose of processing your donation. We do not disclose this information except as necessary to process your donation.

Privacy Policy Changes

Earthworks may amend this privacy policy periodically. Earthworks will announce any changes to the privacy policy on its website and via email. Please review all revisions to our policy. Earthworks reserves the right to change its privacy policy at any time by electronic notice on our website or through email. Your continued use of our website after the date that such notices are posted or emailed will be deemed to be your agreement to the changed terms.

Data Opt Out and Other Inquires

If you have any further questions regarding our privacy policy, would like to opt out of sharing your information with partner organizations, or wish to review the personal information we have on file for you, please send an email to action@earthworksaction.org or call Earthworks at (202) 887-1872.