

Data Privacy Policy of YGN

Youth Global Network Limited (“YGN”, “we”, “our” or “us”) is committed to protecting the privacy and security of all types of information provided by website users who access our website located at <https://www.ygn.org.hk> (“Website”). This statement (“Privacy Policy”) describes the privacy practices we have adopted with respect to personal data in operating the Website. “Personal data” means data relating directly or indirectly to an individual from which it is practicable for the identity of the individual to be directly or indirectly ascertained. “You” and “your” when used in this Privacy Policy includes any person who accesses the Website and submits personal data.

Your consent

By using the Website, you consent to our collection and use of your personal data as described in this Privacy Policy. If we change our Privacy Policy and procedures, we will post those changes on the Website to keep you aware of what information we collect, how we use it and under what circumstances we may disclose it.

Collection of personal data and user information

When you visit the Website, we may collect two types of information from you:

- 1) Personal information you voluntarily supply when you make a donation, subscribe to our newsletter, apply to join as a volunteer, or make an inquiry, compliment, or complaint.
- 2) Tracking information collected as you navigate through the Website (e.g., IP Address, cookies)

How we protect your personal data

YGN is committed to safeguarding web users’ personal information in respect of its collection, use, retention security, transfer, and access. Personal data is collected by lawful and fair means and only used for lawful purposes directly related to the functions and activities of YGN. We take all reasonably practical steps to ensure that personal data collected and retained is accurate and protected against unauthorised or accidental access, processing, erasure, or other use. We limit the use of and access to your personal data to our designated employees, authorised agents and processors who are instructed to handle your personal data in accordance with this Privacy Policy.

Use of your personal data

The personal information you have provided to YGN will be treated as strictly confidential. Your personal data will be used for purposes of receipting, communication on youth ministries, fundraising, employment recruitment and any other purposes in line with the mission of YGN.

Your personal data will be stored in secured internal system.

Your rights

Under the Hong Kong Personal Data (Privacy) Ordinance, you have the right of access and correction with respect to personal data. Request for personal data access and correction should be made to YGN in writing. In addition, if you do not wish to receive any communication relating to any services concerning YGN or this Website, you may contact us at any time. Please contact us at enquiry@ygn.org.hk or by mail to Youth Global Network Limited, 14/F., Breakthrough Centre, 191 Woo Sung Street, Jordan, Kowloon, Hong Kong. Please mark the request to the attention of External Affairs Unit.

Registration and online donations

When you register or make a donation through the Website, your personal information will be securely encrypted. Your credit card information will be passed to a third party (such as a bank) only where necessary for the purpose of processing the donation payment. YGN will not disclose any of the credit card information to any other third party.

Security

While we aim to use a “secure mode” whenever we request personal information, we do not guarantee that information transmitted through the Website or any electronic mail (email) will be secure, since such information or email sent over the Internet is not secure.

Changes to our Privacy Policy

Any changes YGN makes to this Privacy Policy will be posted on the Website. You should check our Privacy Policy regularly from the Website to ensure that you are aware of our latest policies.

Language

This Privacy Policy has been prepared in English and Chinese. In the event of a conflict between the English and Chinese versions, the English version will prevail.