



Kanlong Foundation – Privacy Policy
Effective Date: April 13, 2026
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Email: kanlongfoundation@gmail.com
Phone: +63 917 633 7039

Kanlong Foundation – Privacy Policy

PRIVACY POLICY

Kanlong Foundation is committed to protecting the privacy, dignity, and safety of all individuals we serve, especially children and families.

1. Information We Collect

We may collect the following information through registration, login, and contact forms:

- a. Name, email address, and contact number
- b. Organization or affiliation (if applicable)
- c. Program participation details
- d. Messages or inquiries submitted

For programs involving children, we collect information only with parent or guardian consent.

2. How We Use Information

Your information is used to:

- a. Process registrations and provide services
- b. Communicate updates, activities, and opportunities
- c. Monitor and improve programs
- d. Ensure safety and safeguarding of children and participants

We do not use personal data for commercial purposes.

3. Child Protection and Safeguarding

- Children's personal information is strictly confidential and protected
- Photos, videos, or stories of children are used only with informed consent
- Any data collected supports the well-being and protection of children

4. Data Sharing

We do not sell or share personal information. Data may only be shared:

- With authorized staff or partners on a need-to-know basis
- With consent of the individual or guardian
- When required by law or for child protection reporting

5. Data Security

We take reasonable steps to protect your data through:

- Secure storage systems
- Restricted access to authorized personnel
- Staff training on data privacy and safeguarding

6. Your Rights

You have the right to:

- Access, update, or correct your personal data
- Request deletion of your information, when appropriate
- Withdraw consent at any time

Contact Information

For concerns, inquiries, or safeguarding reports: Kanlong Foundation

Email: kanlongfoundation@gmail.com

Phone: +63 917 633 7039

Applicable to Donors, Volunteers, Visiting Organizations, Groups, and Individuals

Data Privacy Notice

Kanlong Foundation respects your right to privacy and is committed to protect the confidentiality of your personal information. This form is administered by Kanlong to collect information solely for tracking, monitoring, and managing individual and/or group information and interest in our programs and services.

By submitting your responses, you agree to the collection and use of your data in accordance with the **Data Privacy Act of 2012 (RA 10173)**. All information will be treated with **strict confidentiality**, used only for the stated purposes, and will not be shared with third parties without your explicit consent.

By filling up this form, you are consenting to the collection, processing and use of the information in accordance to this privacy notice. The following information are collected and processed: email address, title, name, center / department, and designation. The information you have provided will be used for any or all of the following: access provision, documentation, and communication purposes.

The information is collected and stored through Google. Google has its own Privacy Policy. Visit <https://policies.google.com/privacy?hl=en-US>.

Kanlong Foundation shall only retain the said personal information until it serves its purpose, after which it shall be securely disposed of.

If you have concerns and queries on Data Privacy, email kanlongfoundation@gmail.com