

PRIVACY STATEMENT MORE AFRICA NGO and GUESTHOUSE

More Africa NGO and Guesthouse attaches great importance to the protection of your personal data. In this Privacy Statement we provide transparent information about how we handle personal data. We do everything in our power to safeguard your privacy and therefore handle personal data with care.

More Africa is a non-governmental organization (NGO) and Guesthouse is a Ltd Company (both non-profit) on Zanzibar which focuses on children and young adults with physical and/or mental disabilities. The special school provides special education, physical therapy, medical help, training and daycare to children who aren't allowed anywhere else because of their disability.

More Africa is an NGO founded in 2015 by the Dutch Ellen van Beers.

The main aim of More Africa is the special school, in order to provide every child the right to education, therapy and/or meaningful daytime activities. More Africa offers a nursery, primary and physical therapy department. Besides, More Africa offers work experience places in the field of bar/restaurant, reception, housekeeping and security for young adults with disabilities from age 16 and older.

On Zanzibar, education, counselling or therapy for children/young adults with disabilities are not obvious. More Africa offers these children and young adults the opportunity to develop themselves in a familiar and safe environment. More Africa works with individual careplans and all our children have their own personal goals.

In order to run our project in a self-sustainable way, More Africa offers 10 beautiful bungalows with private bathroom (the Guesthouse) More Africa also has a swimming pool, dormitory for volunteers, restaurant, boutique and an excursion office. All profit from the bungalows and other facilities will be used to support the main aim of the company; the special school for children and young adults with disabilities. Our project and bungalows are all located on the same premises.

You can find More Africa in the outskirts of Paje, a small but beautiful fishing village on the south-east coast of Zanzibar. We are only 800 metres away from the most beautiful beach of Paje.

The concept of More Africa is very unique in East Africa. While staying with More Africa guests will contribute directly to a good charity. A once in a lifetime experience!

Kwagala Foundation supports the More-Africa project on Zanzibar, until it is completely self-sufficient and can stand on its own two feet.

On the website of the Kwagala Foundation you will find their own privacy statement.

The personal data received with your approval at More Africa will, if you have given your permission and if necessary, be shared with Stichting Kwagala Foundation.

More Africa adheres to the applicable laws and regulations, including the General Data Protection Regulation (GDPR).

This means that:

- We process your personal data in accordance with the purpose for which they were provided, these purposes and types of personal data are described in this Privacy Statement.
- The processing of your personal data is limited to only those data that are at least necessary for the purposes for which they are processed.
- More Africa has taken appropriate technical and organizational measures to ensure the security of your personal data.
- More Africa does not pass on any personal data to other parties, unless this is necessary for the execution of what for which they have been provided.
- We are aware of your rights regarding your personal data, want to point this out to you and will respect them

As More Africa we are responsible for the processing of your personal data. If, after reviewing our Privacy Statement, or more generally, you have any questions or wish to contact us, you can do so via the contact details at the bottom of this document.

Processing of personal data of our donators

If you issue a (continuous) direct debit mandate, we will process your IBAN to be able to receive the donation. We do this in our administration and if the donor comes from the EU, the data will be passed on to the Kwagala Foundation in the Netherlands. They take care of the (continuous) collection authorisation/gifts at their house bank in the Netherlands. This way we know for sure that your donation will go to a good bank.

Through donation by the Kwagala Foundation, the donation returns to More Africa.

If you make a one-time donation to us, we will record your IBAN, so that we can recognise any subsequent donation as a gift from you.

For the above purpose, More Africa can ask for the following personal data:

- First name
- Last name
- Address
- Postal code
- Place of residence
- Country
- IBAN
- BIC

Processing of personal data of trainees and volunteers

If you register with More-Africa as a trainee or volunteer it is necessary to process your personal data for administrative purposes, as well as to be able to inform you about your internship or about your volunteer work.

The basis for using your personal data lies in the agreement/deal that we have jointly agreed by mail or telephone or the agreement that you have agreed via a third party.

For the above purpose(s) More Africa may request the following personal data:

- First name
- Last name
- Phone number
- Email address
- IBAN

Special personal data of trainees and volunteers

To do a trainee or volunteer in Zanzibar you need both a work visa and a work immigration status.

Trainees and volunteers of More Africa can be exempted from this, but in order to obtain this exemption More Africa needs some specific data.

For the above purpose, More Africa may request the following personal data:

- Application for exemption. This must be filled in: Name, Address, nationality, place of birth, date of birth, passport number, occupation, your arrival and departure date
- Contract of service More Africa. This is an agreement between More Africa and the volunteer or trainee with the working hours, benefits, job description and what More Africa offers and this has to be signed
- Copy of passport
- Copy of the Certificate of Good Conduct
- CV
- copy of the vaccination booklet
- Copy passport photo

This data will be used for the request of the exemption visa's and the data will be shared with several offices (ministry of health, vice presidents office, ministry of finance, labour and migration offices).

By handing over this information to More Africa you agree the information will be shared with the needed offices.

You also need to sign a volunteer contract as a trainee or volunteer. In this contract, you will be asked to provide your general name and address, but also details such as passport number, gender,

health details, details of who to warn in case of an emergency. By filling in and signing this contract you give More Africa permission to store these data for internal use. The purpose of this is that More Africa can use these data to assess possible health and functional risks.

All personal data are stored by More Africa for the execution of the contract/agreement, during the period of the trainee, the voluntary work or (automatic) collection during the period that your donation remains.

They are stored and used to inform you about the volunteer work, the trainee or your donation.

Afterwards we will save your data, unless you let us know that you do not want to.

The above special personal data will also be stored, especially for the purpose of applying for a work permit. In the case of applying for a work permit, we need to give the personal data to the offices, needed to receive a permit.

By sending and signing the information we ask, you agree that we share the personal data to the offices needed to receive a permit.

Immediately after leaving after your internship or volunteer work, we will remove your special personal data.

Photo processing

During actions/events, your trainee and/or your volunteer work we can take pictures in consultation. You can ask us at any time to delete the photos you have taken.

Processing of personal data when you contact us

When you contact us via e-mail, contact form via website or telephone you can ask us questions or make requests.

For this purpose More Africa can ask the following personal data:

- First name
- Last name
- Phone number
- Email address

We need this personal information to be able to contact you and answer your question.

Afterwards, we can save this information, unless you let us know that you do not want to.

Processing of personal data when you want to stay in our guesthouse

When you contact us by e-mail, telephone, via the request form on our website or an another way, you can book a room with us to stay in our guesthouse for a certain period.

For this purpose More Africa can ask for the following personal data:

- First and Last name
- Address
- City
- Country
- Email address
- how many people you come with
- which room you want to book
- place to ask a question
- creditcard and/or bankdetails
- passport number

We need this personal information to record the booking for you in our administration and to provide you with the necessary information.

After departure, we may retain this information, unless you let us know that you do not wish to do so.

Provision to third parties

We will not provide the information you provide to us to third parties unless this is necessary for the execution of the agreement/appointment (see above as mentioned for a working permit). We also do not share with third parties personal data you enter when contacting us by e-mail or telephone. We will not provide the information provided by you to other parties, unless this is legally required and permitted. An example of this is that the police request (personal) data from us as part of an investigation. In such a case, we must cooperate and are therefore obliged to provide this information.

Retention period

More Africa does not store personal data longer than necessary for the purpose for which they are provided or under the law is required.

Security

We have taken appropriate technical and organisational measures to protect your personal data against unlawful processing:

All persons who can take cognisance of your data on behalf of More Africa, are bound to secrecy thereof.

We make backups of the personal data in order to be able to restore them in the event of physical or technical incidents.

We store your personal data carefully at the secretariat and the data will be processed for normal use within the NGO or for the purpose for which they are collected.

Annually there is a check on the topicality of the personal data that are stored.

Rights concerning your data

You have the right to access, rectify or delete the personal data we have received from you.

Automated technologies

When you visit our website, we may automatically collect the following information: website behaviour, website patterns and technical data about your equipment. We collect this personal information by using cookies, server logs and other similar technologies. What are cookies?

Cookies are small files that remember your preferences during your visit to the website and store them on your computer/device.

Cookie usage by More Africa

Our website uses cookies, which store technical information. Cookies are small information files that a website leaves on your device, which track your activities within our website. For example: the visitor's IP address, the date and time of the visit, the URL of the referring site (the site from which the visitor comes); the pages visited on our website; information about the browser used (type and version, operating system, etc.).

Technical information and cookies are used by us to facilitate your visit to the website and to optimize the performance and user experience of the website.

We distinguish the following cookies that can be placed via our website:

- Essential cookies - These cookies ensure that this website functions properly. We also use these cookies to keep anonymous website statistics. Because these cookies are strictly necessary, you cannot refuse them without affecting the functioning of the website. You can block or delete these cookies by changing your browser settings, as described in our privacy statement.
- Preferred cookies - These cookies are used to improve the performance and functionality of this website. These cookies are not essential to use this website. However, certain parts of this website may no longer function optimally without these cookies.
- Analytical cookies - These cookies collect information that is used to help us understand how our website is used or how effective our marketing campaigns are. These cookies also help us to adapt this website to improve your user experience.

- Advertising cookies - These cookies allow your surfing behavior to be monitored by advertising networks, allowing us to display advertisements based on your interests and surfing behavior. These cookies also perform functions that, among other things, prevent the same advertisement from appearing continuously.

Delete or disable cookies

The settings menu of the browser allows you to choose whether to accept cookies and to delete existing cookies from your system. A simple Google search will provide you with information on how to do this.

Social media and links to other websites

On our website you can share information via social media, via the available social media buttons. These buttons allow the social media concerned to place cookies. We have no influence on the use by these parties. They are themselves responsible for the use and provision of data obtained in this way. This use is subject to the privacy policy and the general conditions of the relevant social media. Our website may contain links to websites that do not belong to More Africa. We cannot be held responsible for the way in which these external parties handle personal data. If you have any questions or doubts, we advise you to consult the privacy policies of these parties.

Complaints

If you have a complaint about the processing of your personal data, please contact us directly. If we cannot find a solution together, we find it very annoying. You have the right to submit a complaint to the Personal Data Authority, which is the supervisory authority in the field of privacy protection.

Questions

If you have any questions or comments about our Privacy Statement, please contact us!
Mail to info@more-africa.com

Contact details

More Africa
P.O. Box 3321
Paje, Zanzibar Urban-West, Tanzania
email: info@more-africa.com

More-Africa reserves the right to make changes to this cookie and privacy statement. The last change took place on 27.05.2019