

**CERT Auxiliary of Santa Cruz County  
Privacy Policy  
Effective 06/10/2024**

The CERT Auxiliary of Santa Cruz County is committed to protecting your privacy and will protect that information to the best of our ability. We will not sell or give out your personal information to third parties except as spelled out below. By submitting personal information to the CERT Auxiliary of Santa Cruz County or its affiliates, you consent to the data practices described in this document.

**Collection of your Personal Information**

Information collected by CERT members or participants in our activities may include name, address, phone number, email address, emergency contact information, CERT badge number, CERT Expiration date, skills, attendance at classes, training, drills. If you choose to enter your personal information into the form on our web site, it will be used for the purpose requested at the time of submission.

**Use of your Personal Information**

Use of personal information will be in accordance with performing our organizational activities including activations, training, classes, and newsletters. Within our organization, we only share information with people with a valid need to know. Information may be shared with CERT designated Auxiliary positions including Team Leaders. Information is shared with Santa Cruz County Office of Response, Recovery and Resilience. Information may be shared with other government agencies if needed to perform our duties. No personal information is allowed to be shared outside our organization without the approval of the CERT Auxiliary. We will not sell or otherwise disclose your information under any circumstances to any data brokers or aggregators or other commercial entities except as listed in this document.

We will not disclose private information to the general public.

**Uses that are authorized by the CERT Auxiliary**

Your email may be used to send out newsletters and announcements of upcoming CERT activities.

Your phone number may be used to send out activation alerts via SMS.

If your team leader has your personal information they may use it to contact you for team business.

The Santa Cruz County Office of Response, Recovery and Resilience is given your personal information and it is stored on their servers in order to facilitate activation, to document your status as a Disaster Service Worker, and to maintain records during an emergency.

A database is maintained by the CERT Auxiliary to maintain a roster of active CERT members.

The personal information of new members will be given to their individual Team leaders to be used to manage their team. Team leaders will also be reminded when their team members DSW badges are due to expire. Personal information may be shared within the organization for purposes of running the organization as needed.

### **Third party services**

Our organization does make use of third party services which are governed by their own privacy practices and policies. These include, but are not limited to:

Google Workspace and other Google services.

Signup Genius

groups.io

mailChimp

GoDaddy

Constant Contact

Text 'em all

Survey123

PayPal

### **Use of Cookies**

Our website does not use cookies. The third party services above may use cookies, but are managed by those services and not our organization.

### **Security of your Personal Information**

We are committed to protecting any personal information given to us and will do so to the best of our ability. This policy is meant as a guide for the members of our organization. As a volunteer organization, members are expected to use their judgement and only keep or store personal information when necessary and make a best effort at compliance. Enforcement is subject to the logistics of the CERT Auxiliary and members should consult the Auxiliary when possible for advice on any use not specified in this document. There may be emergency situations where we use our personal judgment as to whether to share personal information with disaster relief agencies, emergency services, or others if it is believed to be necessary for the protection of life and property.

### **Opting out provisions**

If you do not wish your information to be shared with a specific organization listed in this document, if you do not wish your information to be used in a way that is outlined in this document, or if you no longer wish your personal information to be held by the organization, please contact [basictraining831cert@gmail.com](mailto:basictraining831cert@gmail.com). Please note that you will not be able to participate in the organization or some of its activities based on the information you do not wish to share or be retained.

### **Changes to this Statement**

Updates to the CERT Auxiliary of Santa Cruz County privacy policy will be updated as needed and will be reflected by a revision date. The latest version can be found at:

<https://santacruzcountycert.org/privacy-policy/>

### **Contact Information**

If you have questions regarding this Privacy Policy, please contact [certauxiliary@gmail.com](mailto:certauxiliary@gmail.com).