COOKIE POLICY
(GLOBAL)

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POLICY MANAGEMENT INFORMATION

Title:	*Cookie Policy*
Author (Responsible):	*Data Protection Officer (within Standards & Compliance Unit)*
Owner (Accountable):	*Director of Corporate Services*
Division:	*Corporate Services*
Contact:	*DPO@trocaire.org*
Version No.	*1.0*
Status:	*Final*
Reviewed by (Consulted):	*Ward Solutions, DPISSG, Web & Content Coordinator*
Approved by:	*PSC*
Date of original approval:	*April 2023*
Applicable to (Informed):	*Anyone who visits Trócaire's website www.trocaire.org*
Communicated on:	*April 2023*
Last reviewed:	*N/A*
Frequency of review:	*Annually*
Summary of key changes:	*Previously Cookie Policy was a paragraph on trocaire.org webpage.* *It has been reviewed and developed into a standalone policy document which will be linked in the website (similar to Privacy Policy)* *Greater detail provided in revised version*
Date of next review:	*April 2024*
Related policies, procedures & training (i.e., E-learning platform):	Trocaire Data Privacy Policy
Translated Versions (French & Spanish)	*N/A*
Employee Induction/ Website Publication	*Yes- policy uploaded to website*

DECISION-MAKING IN RELATION TO THE POLICY

Responsible (Author)	*Data Protection Officer*
Accountable (Owner)	*Director of Corporate Services*
Consulted	*Ward Solutions, DPISSG, Web & Content Coordinator*
Informed	*Anyone who visits Trócaire's website www.trocaire.org*

KEY MESSAGES

Why do we have this policy?	This Cookie Policy explains how Trócaire uses cookies when anyone visits our website located at www.trocaire.org. It explains what these technologies are and why we use them, as well as one's rights to control our use of them.
Who does this policy apply to?	Anyone who visits Trócaire's website www.trocaire.org
What are the key things I need to know?	What cookies are, why Trócaire uses them, and how to manage cookie preferences.
Where can I find more information?	https://www.trocaire.org/cookie-policy/ www.allaboutcookies.org www.aboutcookies.org
Support Implementing the Policy	This policy has been developed in consultation with key stakeholders across the organisation and subject matter experts. If you are unsure of how the policy applies to you, please contact the Policy Author.

1. Purpose/ Introduction

At www.trocaire.org, we use cookies which are small text files that can help websites improve their services to users. Our cookies help us improve the speed and security of the site and to measure the behaviour of our visitors so we can improve our site and users' experience of it. Cookies also allow the users to share pages with social networks like Facebook and Twitter.

This Cookie Policy explains how Trócaire use cookies when anyone visits our websites located at www.trocaire.org. It explains what these technologies are and why we use them, as well as one's rights to control our use of them.

Concerns with the policy should be raised with Trócaire's Data Protection Officer (dpo@trocaire.org).

2. Scope

This policy outlines what cookies are, why they are used, what types of cookies are used by the Trócaire website and how they can be managed. This Cookie Policy applies to anyone who visits our website located at www.trocaire.org

3. What are cookies?

Cookies are small files consisting of letters and numbers that are downloaded onto your computer or mobile device while browsing certain websites. When revisiting those websites, or accessing other websites that use the same cookies, the websites recognize these cookies and your browsing device. However, it is important to note that a cookie is unable to read data from your hard drive or read cookie files from other websites.

Cookies can be used to:

- Identify users.
- Remember users' custom preferences.
- Help users complete tasks without having to re-enter information when browsing from one page to another or when visiting the site later.

Cookies can also be used for online behavioural target advertising and to show adverts relevant to something that the user searched for in the past.

More information on cookies and their use can be found at www.aboutcookies.org or www.allaboutcookies.org.

3.1. Why do we use cookies?

When a user visits www.trocaire.org either we or the companies we work with may place cookies on your computer or other devices. These technologies help us gain a better understanding of user behaviour and provide us with information regarding which parts of our website have been visited.

Our cookies help us improve the speed and security of the site and to measure the behaviour of our visitors so we can improve our site and your experience of it. Cookies also allow you, the user to share pages with social networks like Facebook and Twitter.

Third-party service providers may place cookies that collect information about your visits to our website to target advertisements. The simplest way to think about it is that third-party cookies can be generated when you request a third-party service from a website e.g. clicking on Facebook or Twitter link. We are not responsible for the privacy policies and/or practices of these third-party services, and we encourage you to carefully review their privacy policies.

Trócaire do not use cookies to:

- Collect any personally identifiable information without your express permission.
- Collect any sensitive information without your express permission.
- Pass data to advertising/marketing networks.
- Pass personally identifiable data to third parties.

3.2. Types of cookies

We use the following types of cookies:

Strictly Necessary Cookies

Strictly necessary cookies are essential for the website to operate and cannot be deactivated in our system. They are typically only set in response to user actions such as setting your privacy preferences, logging in, or filling in forms. These also include cookies we may rely on for fraud prevention. You can set your browser to block or alert you about these cookies, but some parts of the site will not then work.

Performance/Analytics Cookies

These cookies allow us to count visits and traffic sources so we can measure and improve the performance of our website. They help us to know which pages are the most and least popular and see how visitors move around the site. All information these cookies collect is aggregated and therefore anonymous. If you do not allow these cookies we will not know when you have visited our site and will not be able to monitor its performance.

Functionality Cookies

These cookies allow us to remember the choices you make and to tailor our content so we can provide relevant content to you. For example, a functionality cookie can remember your preferences (e.g., country or language selection), or your username.

Targeting/Advertising Cookies

Trócaire uses third party service providers to display advertising on our content and serve advertising on other third-party sites that may be relevant to you or your interests. These cookies are also used to help measure the effectiveness of the advertising campaign. They remember that you have visited a website and this information may be shared with other organizations, such as advertisers. This means that after you have been to our websites, you may see some advertisements about our content elsewhere on the Internet. The information collected through this process by the third-party service providers does not enable us or them to identify your name, contact details or other personal information that directly identifies you unless you choose to provide these. Such advertising will only be delivered where permitted by applicable law. If you do not allow these cookies, you will experience less advertising tailored to your inferred interests on our Sites and will not receive targeted Trócaire advertisements on third party websites.

3.3. How long will cookies stay on my browsing device?

The length of time a cookie will stay on your browsing device depends on whether it is a "persistent" or "session" cookie. Session cookies will only stay on your device until you close your browser. Persistent cookies stay on your browsing device until they expire or are deleted.

4. How to manage cookies?

You have the right to decide whether to accept or decline cookies. You can exercise your preferences in relation to cookies served on our website by taking the steps outlined below.

You can select which cookies are stored on your machine in cookie settings. You can also enable or disable categories of cookies by using the browser with which you are viewing this website. To do this, follow the instructions provided by your browser.

For Microsoft Internet Explorer:
1. Choose the menu "tools" then "Internet Options".
2. Click on the "privacy" tab.
3. Select the setting the appropriate setting.

For Mozilla Firefox:
1. Choose the menu "tools" then "Options".
2. Click on the icon "privacy".
3. Find the menu "cookie" and select the relevant options.

For Opera 6.0 and further:
1. Choose the menu Files"> "Preferences".
2. Privacy

For Safari:
1. Choose the general settings "> "Preferences".
2. Privacy

Please note, if you set your browser to disable cookies, it may affect your experience of the website.

5. Will this cookie policy be updated?

Trócaire's cookies are reviewed every 30 days and the detailed list of cookies used is updated automatically and available via the website. You can revisit this page if you wish to keep yourself informed: https://www.trocaire.org/cookie-policy/