HER Voice Privacy Notice
A Global Fund project, funded by ViiV Healthcare Positive Action and implemented by GNP+ and Y+

1. Introduction
ViiV Healthcare (VH or we or us) value your privacy and care about the way in which your personal information is treated. This Notice explains how we collect, use and disclose the personal information relating to you as part of your application to the HER Voice Fund.

2. The personal information that we process may include:
- your basic information – such as name (including prefix or title) and gender
- your contact information – such as personal or business email, mailing address, telephone
- your association with an HIV organisation

3. We collect your personal information through:
- your application when applying for funding from the HER Voice Fund.
- Our (and GNP+/Y+’s) direct interaction with you via the application process, and where you provide information to us.
- through ongoing monitoring of projects and initiatives associated with any HER Voice funding.

We may combine information that we have about you from various sources, including information that you provide to us and which is collected during your engagement with you.

4. We use your personal information for the following purposes:
- as part of the application process for HER Voice funding;
- to comply with legal, regulatory and other requirements, such as record-keeping and reporting obligations; conducting audits and complying with internal policies on anti-bribery and conflict of interest;
- responding to and dealing with your queries or requests;
- operating our business, including managing our IT and communications systems and networks; improving our products, services and computerised systems; managing and allocating company assets and resources; planning and improving our business activities.

5. On what basis do we use your personal information?
We use your personal information on the following basis:
- HER Voice funding application process: Managing the application process for HER Voice funding (including all screening, background checks, and referencing where applicable).
- Entering into an agreement with you and/or your organisation, and generating data from the project/initiative during the period of HER Voice funding.
- for legitimate business purposes – using personal information helps us to operate, plan and improve our business activities. It allows us to check for circumstances that could give rise to a potential conflict of interest for either you or VH. It also helps us to determine whether we may offer a place on the Spark19 programme based on applicable law, industry codes and practice, and our policies;
- to comply with legal, regulatory and other compliance obligations – compliance with laws, regulations, rules, codes and guidance is important to us, and we would want to be able to comply with these;
- because you have given your consent - at times we may ask for your consent to allow us to use your personal information for one or more purposes. See “Your rights” for information about the rights that you may have if we process your information on the basis of your consent.

6. With whom do we share your personal information?
We share certain elements of your personal information with members of the HER Voice steering committee (partners detailed below) and the Project Advisory Group (partners detailed below) i.e.:
7. Transfers of your personal information outside of your home country
Your personal information may be processed by VH, its affiliated companies and VH’s trusted third party suppliers anywhere in the world, including in countries where data privacy laws may not be equivalent to, or as protective as, the laws in your home country.
We will implement appropriate measures to ensure that your personal information remains protected and secure when it is transferred outside of your home country, in accordance with applicable data protection and privacy laws. These measures include data transfer agreements implementing standard data protection clauses.

8. Protecting your personal information
We will use a variety of security measures and technologies to help protect your personal information from unauthorised access, use, disclosure, alteration or destruction, consistent with applicable privacy and data security laws. For example, when VH retains a third-party service provider, that provider will be carefully selected in accordance with VH’s policies and procedures and which commits the third-party service provider to use appropriate safeguards in relation to the handling of your personal information (including in relation to maintaining confidentiality of your personal information and implementing appropriate technical and organisational security measures).

9. How long will we keep your personal information?
We will always keep your personal information for the period required by law. We will also keep your personal information where we need to do so in connection with legal action or an investigation involving VH. Otherwise we keep personal information for normally no longer than seven years for grants such as these, unless we are required to keep for longer due to any legal or regulatory retention requirements.

10. Your rights
You may be entitled to:

- ask VH about the processing of your personal information, including to be provided with a copy of your personal information;
- request the correction and/or deletion of your personal information;
- request the restriction of the processing of your personal information, or object to that processing;
- withdraw your consent to the processing of your personal information (where VH is processing your personal information based on your consent);
- request receipt or transmission to another organisation, in a machine-readable form, of the personal information that you have provided to VH; and
- complain to your local supervisory authority if your privacy rights are violated, or if you have suffered as a result of unlawful processing of your personal information.

Where you are given the option to share your personal information with us you can always choose not to do so.

If you object to the processing of your personal information, or if you have provided your consent to processing and later choose to withdraw it, we will respect that choice in accordance with our legal obligations. This could mean that we are unable to perform the actions necessary to achieve the purposes of processing described (see “How do we use your personal information?”) and may affect our decision to offer a grant/donation.
After you have chosen to withdraw your consent VH may be able to continue to process your personal information to the extent required or otherwise permitted by law.

11. Contact us
If you have questions or requests regarding this Privacy Notice, or if you would like to exercise your rights, please contact your local ViiV company using the contact information below:

United Kingdom:
To contact ViiV Healthcare in the United Kingdom, call +44 (0)20 8380 6200.

United States:
To contact ViiV Healthcare in the United States, call +1 877 844 8872.

Rest of the world:
Contact information for specific countries can be found in our worldwide contact directory.

12. Data controller and Data Protection Officer
ViiV Healthcare UK Limited is the controller of your personal information. You can contact ViiV’s EU Data Protection Officer by emailing EU.DPO@gsk.com. Please note that ViiV’s EU Data Protection Officer is also GlaxoSmithKline’s EU Data Protection Officer.