# **Privacy Policy**

### How we store your information and keep it secure

The UN-REDD Programme will endeavour to take all reasonable steps to keep any information that we have about you secure, and to ensure that all personal information we have relating to you is correct and up-to-date. In addition, all UN-REDD Programme employees and contractors are required to respect the confidentiality of any personal information held by the UN-REDD Newsletter. We will not reveal your name, email address or any other information we collect about you to any third party without your permission.

## How you can access and change the information we keep about you

Your trust in the UN-REDD Newsletter is very important to us. You are welcome to request details of your information, by emailing us at un-redd@un-redd.org. If you are a UN-REDD Newsletter subscriber and change email address, please contact us by email: un-redd@un-redd.org.

## Our communication with you

We will not send you promotional emails from ourselves or third parties without first asking you whether you wish to have it sent to you. Please allow up to five days for any email re-quest to be processed.

### Changes to our policy

From time to time our privacy policy may be reviewed and any changes will be able to be viewed on this page.

