

Privacy Policy

The following document sets forth the Privacy Policy for Mountain Area Medical Airlift Foundation website: https://www.mamamedevac.org/

1. Who We Are

Mountain Area Medical Airlift Foundation ("MAMA Foundation") is a Not-For-Profit Organization whose primary objective is to offer a complete medical evacuation (medevac) solution for Papua New Guinea.

Incorporated on Sept. 01, 2020, MAMA Foundation will focus on the HEMS (helicopter emergency medical service) aspect of <u>Manolos Aviation Ltd</u>, that is, providing medical evacuation service for partner districts, provincial health authorities, the public and private sector, and to support in the provision and extension of health services to rural Papua New Guinea which is inaccessible by road.

2. Why we collect Data

MAMA Foundation is committed to safeguarding, and maintaining, the privacy of all personal information.

To maintaining efficient customer service via this website, MAMA Foundation collects, uses, and processes personal data when users visit the Website. This Privacy Policy describes the practices that are related to the collection and processing of personal information, when users visit the MAMA Foundation Website.

For the purpose of clarity, "processing", as used in this policy includes the collection, use, storage, transmission, disclosure, and destruction of personal information. This Privacy Policy applies to all information that is collected by MAMA Foundation and its third-party service providers, including, but not limited to, websites and applications that post a link to this Privacy Policy.

By continuing to use and interact with the MAMA Foundation Website and by providing your personal information, you are accepting the terms of this Online Privacy Policy.

3. Collection of your personal information

There are many aspects of the site that can be viewed without providing personal information, however, for access to the future, MAMA Foundation customer support features you are required to submit personally identifiable information. This may

include but is not limited to name, address, contact number and email address for the purposes of providing bookings, invoices and finances.

We won't use your information for any other purposes unless we are required to do so by law.

4. Sharing of your personal information

We may occasionally hire other companies to provide services on our behalf, including but not limited to handling customer support inquiries and processing transactions. Those companies will be permitted to obtain only the personal information they need to deliver the service. MAMA Foundation takes reasonable steps to ensure that these organizations are bound by confidentiality and privacy obligations in relation to the protection of your personal information.

5. Privacy on our booking system

Personal data retained on our booking system, is used to manage bookings made by customers of MAMA Foundation. Data held on the booking system may only be accessed, via a secure login, by the Operations Team, who maintains the booking system and website of MAMA Foundation.

6. Privacy on our website

MAMA Foundation website includes details of the Foundation only. No personal data of customers will be exhibited.

7. Comments

Our website supports user comments that can be made directly by customers or the general public. The website does have a blog page and news page, where link to news items can be shared. Other personal data will only be posted to the news page where consent has been obtained.

8. Cookies

If any are implemented, they will only be used for tracking usage of the website, and information is collected on an aggregate basis. None of this information is associated with you as an individual.

9. How long we retain your data

Data collected for the purposes of managing the bookings, invoices and finances may be retained for up to 7 years for accounts purposes. If you would like to find out more about how we use your personal data or want to see a copy of information about you that we hold, please contact <u>pr@manolosaviation.org</u>

10. Making a complaint

If you are unhappy with how we've handled your information, contact us at pr@manolosaviation.org If you're not satisfied with our response to your complaint or believe our processing of your information does not comply with data protection law, you can make a complaint to the respective regulator.

11. How will you know if we amend this Privacy Policy?

We may need to make changes to this Privacy Policy at any time. If we make any material change to how we collect, use or share your personal information, we will update this Privacy Policy and inform you of these changes by posting prominent notices of the key changes on our website.

If you have objections to the Privacy Policy, you should not access or use the site.

These Terms and Conditions are effective on and after 01/01/2023.

Approved by the CEO of Manolos Aviation/MAMA Foundation, Jurgen Ruh on 01/01/2023

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