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## PRIVACY POLICY

01/21/2023 – Amended and Adopted by Democracy Maine

This policy on privacy is intended to protect any personal and private information of members, trustees, donors, volunteers, and staff in the possession, care, or custody of League of Women Voters of Maine (LWVME), LWVME Education Fund, Maine Citizens for Clean Elections (MCCE) and/or MCCE Action (collectively, the organizations). To that end, no personal or private information about individual members, trustees, donors, volunteers, or staff will be shared electronically or otherwise with anyone not affiliated with the organizations except as may be necessary to process any transaction, as provided below, or as may otherwise be required by law.

The policy applies with the following exceptions:

- The boards of the organizations may grant unaffiliated entities a one-time use of specific mailing labels when it is determined that the content of the information would be of interest to our members. Such entities are forbidden to copy the mailing labels, and no blanket permission will be granted. Each request for mailing labels will be considered and acted upon individually.
- Contributors to LWVME, LWVME Education Fund, MCCE, and MCCE Action may be listed in publications of the organizations only by broad categories, not by specific amount donated. Members and donors will have the opportunity to request that they not be listed if they wish.
- Access to the database of the organizations will be limited to the presidents of the organizations' boards, the board members, Ed. Fund Trustees, and their designees. Local Leagues, chapters and/or individual members working on specific projects

will have access to the database including donor information, with the exception of amounts given, which shall not be shared.

- A list of members, donors or volunteers may be made available to the members or volunteers when they are working on specific issues of importance to the organizations. It is a condition of receipt of the list that it not be shared with anyone else. Individual members may ask that any of their information not be listed.
- Staff work addresses, work phone numbers and work email addresses, as well as trustee names and towns of residences, may be made available to the public.

**Useful Links:**

[League Board Members](#)

[MCCE Board Members](#)

[Board Policies](#)