



WELL BEING FOUNDATION

Creating Ripples of Sustainable Change

Data Protection and Privacy Policy

WELL BEING FOUNDATION is committed to protecting the privacy, confidentiality, and security of personal information collected, stored, processed, or shared during the course of its activities and operations. The Foundation recognizes the importance of safeguarding the personal data of beneficiaries, donors, employees, volunteers, partners, and stakeholders and is dedicated to handling such information responsibly and ethically.

The Foundation shall collect and use personal information only for lawful, legitimate, and organizational purposes related to its programs, services, fundraising, administration, and compliance requirements. Personal data shall be obtained with appropriate consent wherever required and will not be disclosed, shared, sold, or misused without proper authorization, except where required by law.

WELL BEING FOUNDATION shall implement reasonable administrative, technical, and physical safeguards to protect data from unauthorized access, loss, misuse, alteration, or disclosure. Access to confidential information shall be limited only to authorized individuals who require it for official duties.

All employees, trustees, volunteers, consultants, and partners handling personal information are expected to maintain confidentiality and comply with this policy and applicable data protection laws. Any data breach, misuse, or unauthorized disclosure must be reported immediately for investigation and corrective action.

The Foundation shall regularly review its data protection practices to ensure ongoing privacy, security, transparency, and legal compliance.



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