

## **IBS Privacy Policy**

### **February 15, 2024**

The International Biogeography Society respects the privacy of its members and other visitors to its Web site. IBS strongly believes that if electronic commerce and online activities are to flourish, consumers must be assured that information provided online is used responsibly and appropriately. To protect online privacy, IBS has implemented the following policy.

#### **What Information Does IBS Collect?**

Most data IBS collects is used only to help us better serve our members. It is our general policy to collect and store only personal information that our members and visitors knowingly provide. If our privacy policies change, we will notify all users by e-mail or a special announcement placed on the Web site.

**From General Users.** IBS does not collect any personal information from users browsing its Web site. Only aggregate data -- such as the number of hits per page -- are collected. Aggregate data are only used for internal and marketing purposes and do not provide any personally identifying information.

**From IBS's Members, Conference Registrants, and Other Customers.** To gain access to members-only resources and personalization features, IBS members and other users are asked to register and provide some limited information. This information is submitted voluntarily. IBS asks users to provide their name, organization name, business phone, and e-mail. Similar information may be submitted to IBS through membership applications, conference or workshop registration and publication invoices.

Additionally, for some e-mails sent in HTML format by IBS to its members we will collect specific information regarding what the recipient does with that email. For those emails, IBS will monitor whether a recipient subsequently clicks through to links provided in the message. Other information collected through this tracking feature includes: email address of a user, the date and time of the user's "click," a message number, name of the list from which the message was sent, tracking URL number and destination page. IBS only uses this information to enhance its information and distribution of that information to its members. This information is never sold or distributed in any other manner.

#### **How Does IBS Use Data Collected?**

IBS use information voluntarily submitted by members and other customers in the following ways:

**IBS Member Services and Benefits.** Generally, IBS uses data collected to improve its own web content; to respond to members interests, needs and preferences; and to develop new products and services.

**Disclosures to Third Parties.** IBS also makes member contact information available through the IBS Membership Directory to other members using its Web site and to those who register for its conferences. On occasion, IBS also provides limited data to

third parties that provide services that directly benefit IBS members including publishers, conference related vendors or software and website vendors. Users may request IBS refrain from disclosing the data it collects to third parties on the membership application form, conference registration form or any other form on which they are providing information; an opt-out box will appear on each form on which a user provides information. Alternatively, users may contact IBS at [office@biogeography.org](mailto:office@biogeography.org) or 785-550-6904 to express their preferences if they determine later that they do not wish to have the information shared. Opting out may impact the ability to provide some IBS benefits to the member.

**Credit Card Account Information.** IBS does not disclose credit card account information provided by its members and customers. When members and customers choose to pay using their credit cards, IBS submits the information needed to obtain payment to the appropriate clearinghouse.