Privacy Policy and Terms of Use for Users

November 27, 2020

Preamble

The *smartvote Tibet* project, provides information on the policy positions of candidates to the public through an online Voting Advice Application (VAA). The aim of the VAA is to make it easier for voters to make their decision by providing publicly accessible information on the policy positions of all candidates in the Central Tibetan Administration general election 2021 via the website http://smartvote-tibet.org.

smartvote Tibet is managed by the association *Project Democracy* based in Zurich, Switzerland in cooperation with the association *Politools* based in Bern, Switzerland.

1. Subject of the contract

This privacy policy and terms of use agreement applies to the use of the *smartvote Tibet* website (http://smartvote-tibet.org). By accepting the security banner of the website, users accept these terms of use and privacy policy.

2. Project details

Project description and methodology:

- All candidates running in the Central Tibetan Administration general election 2021 are invited to answer a questionnaire on their positions towards a range of current policy issues.
- Users of the *smartvote Tibet* website answer the same questionnaire that candidates have already answered. *smartvote Tibet* compares their answers with those of the candidates by calculating the euclidean distance (the straight-line distance between two-points in a multidimensional space). As a result, *smartvote Tibet* presents each voter with a specific ranking of all participating candidates in their selected constituency or tradition. Those candidates with the best matching are ranked at the top of the list.

- Candidates also have the option of providing comments to their answers of the questionnaire (maximum length of 500 characters). Comments enable candidates to provide users with additional information, nuance and clarification on their answer to the question. Additionally, by providing comments candidates can reduce the likelihood of incorrect interpretation of their policy positions by users. Comments will be visible to all users on the website, but will not have any effect on the user's matching results.
- Finally, candidates have the option of completing a personal profile (e.g. photo, biographical information, statement, etc.). Users of the *smartvote Tibet* website will be able to see the candidate's profile on the website.

Project funding and neutrality:
- The project is funded by private donors.
- *smartvote Tibet* is not associated with any specific political campaigns, candidates, or other political entities. All organisations involved in the development and operation of *smartvote Tibet* (e.g. *Project Democracy* and *Politools*) are non-partisan and non-profit organizations.

3. Terms of service for users

Website content
- Extensive effort is made to provide users with correct and verified candidate information on the smartvote Tibet website, however it is possible that minor errors are published by mistake. *Project Democracy* and *Politools* decline all responsibility for any errors published on the website by mistake.
- *Project Democracy* has the right to modify, supplement or delete parts of or the whole *smartvote Tibet* website, without any special announcement. Additionally, we have the right to temporarily or permanently suspend the publication of the website.
- *Project Democracy* cannot guarantee that the *smartvote Tibet* website is available at all times. We decline all responsibility in the event of errors that are not within their area of responsibility (in particular if errors are caused by telecommunications services, hosting providers, etc.).

Copyright protection
- All content on the *smartvote Tibet* website is protected by copyright.
- The website and all information and documents that it contains (texts, graphics images, photographs, etc.) are protected by intellectual property laws and by copyright laws in all countries. The documents and graphics published on the website are the exclusive property of the *Project Democracy*. Any infringement may give rise to civil or criminal proceedings.

4. Privacy policy and data protection

4.1 User data

- Participation in *smartvote Tibet* is entirely voluntary. Users indicate consent for these terms and conditions by accepting the security banner upon entering the website.
- When accessing the *smartvote Tibet* website, certain user data is automatically saved in a log file. This data includes:
  - A voter id and recommendation id (randomly generated)
  - Answers to the questionnaire (Answers are used in order to calculate the matching results between users and candidates. Users are free to answer as many questions as they want.)
  - The length of time a user takes to answer the questionnaire (time stamps)
  - A time stamp for the time at which the matching recommendation was calculated
  - Answers to the user survey (The user survey is optional, and the answers do not affect the user's results (matching and smartspider) in any way.)
  - User's results, including the matching scores and candidate ranking, as well as the smartspider values
  - URL of the pages accessed
  - Finally, the user's IP address, which, as opposed to the other data, is not accessed by *Project Democracy* or *Politools*.

Where and how long user data is stored:
- The user data collected on the website is stored securely on our server infrastructure in Switzerland, which is hosted by AWS (Amazon Webservices). We use the Amazon Webservices in Frankfurt am Main, because in Frankfurt AWS is subject to the strict data protection regulations of the EU (General Data Protection Regulation (GDPR)).
- The data is protected against access by third parties and is only accessible using two-step verification.
- The user data can be downloaded in an aggregated and anonymous form. *Politools* agrees to save the aggregated and anonymous user data securely on their computer desktops and destroy it within two months of election day. *Project Democracy* has access to this data and agrees to save it securely on their computer desktops and destroy it within two-years of election day.
- The aggregated and anonymous user data will not be shared with any third parties.
- The aggregated user data is used for the purpose of a) improving the performance and usability of the smartvote tool, and b) for potential longitudinal and comparative scientific analysis in the future (E.g.

research on political preferences in Tibetan politics, the level of congruence between candidates and voters, etc.).

4.2 Use of cookies, local storage and web analytics

The *smartvote Tibet* website uses the following tools in order to improve the performance user-friendliness of the website:

Use of cookies
- *smartvote Tibet* uses a cookie to store the selected language (i.e. English or Tibetan). This cookie is necessary to ensure that a user's language selection is retained during the complete duration of your use of the website.
- A second cookie is used, which enables Matomo web analytics to track user's behaviour on the website. The cookie includes a random value (e.g. "cgr63e70-90a8-11e8-9fbc-bfde3acc7518"), which allows Matomo to function correctly. This random identifier is produced by the Matomo software (for more information see: https://matomo.org/faq/general/faq_146/).

Use of local storage
- In order to improve performance and usability, *smartvote Tibet* uses local storage on your computer. The following data pieces are saved in your local storage:
  - Acceptance of the "Privacy policy and terms of use" banner
  - User ID
  - Time stamp upon initiation and completion of the questionnaire
  - Question answers of users
  - User survey answers of users
  - User survey shown
  - Recommendation time stamp
  - Recommendation ID
  - Recommendation criteria: election and constituency or tradition
- Data that is saved in the local storage enables users' actions on the website (e.g. acceptance of the privacy banner, question answers, user survey answers and recommendation criteria) to be saved, so that when users return to the website at a later point in time all of their actions will still be available to them. This greatly improves the user-friendliness of the smartvote website.
- Security: It is important to warn users, that data that is saved in the local storage can also be viewed by other people who use the same computer.
- Users can delete your local storage at any time by deleting the local data (website history) on their internet browser.

Use of website analytics

- The *smartvote Tibet* website uses Matomo to track user behaviour. We use an user analytics tool in order to to improve the smartvote websites in the long-term, by focusing improvements to the performance and usability on the pages/features of the website that are most commonly visited. Additionally, we use the data to improve our communication strategy with voters and possible users.
- While Matomo does trace a user's actions while on the website, country, operating system, browser, etc., it does not provide us with any information that could be used to identify the individual user. We only have access to half of the user's IP address via Matomo. Therefore, it is not possible for the analytics data to be tracked back to any individuals or connected to the user data collected by smartvote Tibet.
- We selected the tool Matomo because it provides us with complete ownership of our data. The analytics data is saved directly on our own server. Neither Matomo nor any third parties have access to the data. It is crucial to us that we protect the privacy of our users. (for more information see: https://matomo.org/faq/).

Links to other websites

- Our website contains links to other websites, to whom this privacy policy does not apply. We are not responsible for the content or the privacy and security policies of any websites to which links are provided on our website.
- Users have the option of sharing smartvote Tibet via social media, but no data is delivered to the social media platforms.

Data security

- In operating *smartvote Tibet*, *Project Democracy* and *Politools* seek to meet high security standards and take appropriate technical and organizational precautions to protect all sensitive data from manipulation, unauthorized access, loss, falsification and destruction. Suitable measures such as IT training, technical security measures, access control, network security solutions and encryption are used for these purposes. However, since the Internet is an open and globally accessible network, no comprehensive guarantee can be given for the secure, confidential and anonymous transmission of data over the Internet.

5. Changes to these terms of use and privacy policy

- We withhold the right to adjust these terms of use and privacy policy at any time without notice. The current version of this agreement is published on our website (http://smartvote-tibet.org).

6. Queries and concerns

For any further information, queries or complaints, please contact us:
- Email the *smartvote Tibet* team:
  smartvote@project-democracy-tibet.org
- Or contact the project manager:
  Dondup Shelkar
  Project Democracy
  c/o Tendam Sewo
  Bachwiesenstrasse 113, 8047 Zürich
  dondup@project-democracy-tibet.org

7. The *smartvote Tibet* team

- *Project democracy* (project leadership):
  - Dondup Shelkar
  - Yeshi Deuss-Ngingthatshang (Project Democracy, President)

- *Politools* (acting primarily in an advisory manner)
  - Robin Bartlett Rissi – Project manager of smartvote international
  - Jan Fivaz – Founder of Politools
  - Daniel Schwarz – Founder of Politools
  - info@smartvote.org