

A Greener Waldringfield (GW) Data Protection Policy (2022)

Introduction

The General Data Protection Regulation ('GDPR') of the 25th May 2018 governs the processing of personal data.

GWGPC holds the minimum data necessary to carry out its duties, and will always endeavour to process that data lawfully, keep it secure and uphold your rights over your personal data.

Your personal data – what is it?

“Personal data” is any information about a living individual which allows them to be identified from that data (for example a name, photographs, videos, email address, or address). Identification can be directly using the data itself or by combining it with other information which helps to identify a living individual.

GW Data Protection Policy

A Greener Waldringfield (GW) holds name, address, telephone number and email address for current members. Members of GW only consent to the use of their personal details held on the membership list either to distribute newsletters and event information, or for emailing meeting agendas and minutes to members. GW will not pass on any of these personal details to any third party without express permission of the member. Email addresses will be shared with other members, where the member has agreed to do so. Telephone numbers will be shared with other members, where the member has agreed to do so. Photographs of members may be published in various media, but only with the express prior approval of the member.

GW holds a digital list of current members and their preferences in a computer spreadsheet, plus a list of email addresses held within a mail server. All information is only kept for the current calendar year (Jan to Dec), it is then replaced and updated to show only current members.

Where they are relevant to the services provided by GW, or where you provide them to us, we may have cause to process information such as gender, age, education/work history, academic/professional qualifications and hobbies.

GW will comply with data protection law. This says that the personal data we hold about you must be:

- Used lawfully, fairly and in a transparent way.
- Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
- Relevant to the purposes we have told you about and limited only to those purposes.
- Accurate and kept up to date.

- Kept only as long as necessary for the purposes we have told you about.
- Kept and destroyed securely including ensuring that appropriate technical and security measures are in place to protect your personal data to protect personal data from loss, misuse, unauthorised access and disclosure.

Contact Details

Please contact us if you have any questions about this Data Protection Policy or the personal data we hold about you or to exercise all relevant rights, queries or complaints at:

Chris Baldry (Membership Secretary of A Greener Waldringfield – GW)

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Waldringfield

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History

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