

# **Alresford Camera Club - Data Protection Policy 2018**

Alresford Camera Club is established with the objects set out in its Rules, and is a data controller within the UK.

The personal information referred to in this Policy may include name, contact details, records of entries to events, and such other information as may be necessary for the effective management of the legitimate interests of Alresford Camera Club (hereinafter referred to as the 'Club'). Any person wishing to verify the information held by the Club may apply to the Treasurer, who for the purposes of the Data Protection Act 2018 is also the Data Controller. Implicit consent to hold such information from Club Members shall be effective once the Club's Data Protection Policy is published by email to Members and also by being published on the Members' Area of the Club's Website.

The Club collects and holds personal information about:

1. The membership of the Club, such personal information will include; names and addresses, email and telephone numbers plus subscription details
2. This information is used to facilitate the administration and organisation of the Club. The information is contained in databases held by the Secretary & Treasurer, and any other Officer of the Club where it is required for the organisation of the Club.

The Club may retain historical archives for example but not limited to, records of meetings, awards and other event results. People who cease their membership will be given the opportunity to elect for their details to be retained for a further period of one calendar year, such that they can continue to be informed of future events and meetings.

Each member will be given the opportunity to accept or decline the Club holding data containing their address, telephone and email details – their signed completion of the members listing acknowledging their individual wishes.