



## Ferndown Probus Club

### GENERAL DATA PROTECTION REGULATIONS (GDPR) (EU) 2016/679

#### PRIVACY STATEMENT

GDPR took effect from 25<sup>th</sup> May 2018 and replaced the Data Protection Act 1998.

Ferndown Probus Club holds some or all of the following personal details in electronic format on Members and Associates:-

- Name
- Date of Birth
- Address
- Telephone number
- Email
- Preferred name by which you would like to be known
- Preferred name of wife, partner or lady friend

The Club holds some or all of the following personal details in electronic format on Consociates (i.e. ladies):-

- Name
- Address
- Telephone number
- Email

The information is held on computer under the control of the Secretary.

A hard copy Members List is issued at least twice per annum to all Members, Associates and Consociates with the information shown above except Date of Birth.

Personal information is used only to contact members about forthcoming events; to keep in touch in the event of changes to programme or illness; and to announce at Club meetings the dates of members birthdays. It will never be given to third parties without the express permission of the individual concerned.

Any Member (including Associates and Consociates) may request that some or all of their personal details be amended or deleted from the electronic database at any time and this will be done by the Secretary as soon as it is practical. Personal details will be removed from the hard copy Member List at its next issue.

## **Ferndown Probus Club - General Data Protection Regulations**

Personal details of former members may be retained for reference purpose only or deleted if requested by the former member or their next-of-kin.

### **Data Protection Officer (DPO)**

Although Ferndown Probus Club does not need to formally appoint a Data Protection Officer, a committee member has been nominated and is responsible for ensuring compliance with the requirements of the GDPR.

### **Information Commissioner's Office (ICO)**

Ferndown Probus Club has not registered with the ICO because it is a social Club and carries a low risk of non-compliance with the GDPR. Any member who believes that there has been a breach of data security can report this to the ICO.

Ferndown Probus Club Privacy Statement issued 20<sup>th</sup> April 2018.

This Privacy Statement is reviewed annually at the April committee and is updated as and when necessary. Notes the review and of any amendments are recorded in the committee minutes. This last paragraph was amended on the 8<sup>th</sup> April 2022.