



Registered Charity No:0001069188

Policy to comply with the General Data Protection Regulation (GDPR)

Data

RSCDS South Wales Branch holds the following data relation to its members: -

Name
Address
Telephone number
Email Address

The data will be held in a spread sheet kept by the Secretary with a copy held by the Chairman. These two will be considered as "Data Protection Officers" for the Branch.

Use

RSCDS South Wales Branch will use the data to communicate with the Member, via email, post or telephone.

Consent

When a person joins the RSCDS South Wales Branch they give their consent for the Branch to hold the data. This will be achieved by a check box on the membership form completed annually.

Sharing data

RSCDS South Wales will share the data with Royal Scottish Country Dance Society (Edinburgh), as part of their membership of the international Society.

We will not normally share the data with any other organisations. If we decide that we need to share this data we will seek the member's consent before this action is taken.

Individual's Rights

Members will have the right to request a copy of the data we hold on them, (Subject Access Request). When a written request is made for this we will respond as soon as possible but within no more than 30 days.

When a person ceases to be a Branch Member we will delete the details from the active record. The result of this will be that no newsletter and no direct notification of events will be received.

Unless notified we should not do so we will retain the detail as a past member so that we can communicate extraordinary events e.g. a significant anniversary.

Conor Farmer
Chairman RSCDS South Wales
6th April 2018