

ABBOTS LANGLEY LOCAL HISTORY SOCIETY (ALLHS)

GENERAL DATA PROTECTION REGULATION 2018

PRIVACY NOTICE (May 2018) amended December 2019

1. Data protection legislation allows ALLHS to hold and process the information you give us. This includes: title, name, address, telephone/mobile number and email (if applicable). We regard this information as being in the legitimate interests of ALLHS and for us to be able to communicate with you in the future.
2. The personal information about you we collect, hold and process is to enable us to maintain your membership, keep in touch with you concerning matters relating to the purposes of ALLHS, for postal journal subscriptions and other local events that may be of interest.
3. The contact for all personal data purposes is the Membership Secretary of ALLHS.
4. The personal information that you have given to us will be held electronically and is password protected and can be accessed by the Membership Secretary, and other committee members as appropriate, for the purposes described in Paragraph 2.
5. Members who do not wish photos in which they appear to be included in any ALLHS publication or on the ALLHS website should inform the Data Protection Officer.
6. Your name and personal information will be deleted from our records when you are no longer a member of ALLHS.
7. We will not share your personal details with any other organisation or persons unless you give your specific consent or there is a legal requirement to do so.
8. You have a right to see any information ALLHS holds about you by submitting a 'Subject Access Request' to the Membership Secretary. You have a right to ask for information that you believe to be incorrect to be rectified.
9. If you are concerned about the way your information is being handled please speak to the Membership Secretary or another member of the Committee. If you are still unhappy, you have the right to complain to the Information Commissioners Office (ICO).
10. If you wish to change the way you hear from us, or what we send you, or if you do not wish to receive further communication from us, you can contact the Membership Secretary.
11. The ALLHS will review this Privacy Notice regularly and may update it at any time if there are changes in the law. If there are any significant changes in the way we process your personal information, we will notify you.

Maureen Finerty
GDPR Officer
Abbots Langley Local History Society