

WESSEX RIDING CLUB



GENERAL DATA PROTECTION REGULATION (GDPR) POLICY

The GDPR will apply from 25th May 2018 and many of its main concepts and principles are much the same as those in the current Data Protection Act.

WCR takes its Data Protection responsibilities very seriously and this policy is designed to provide information on the steps we take to protect the data of our members. The Secretary is the responsible person on the Committee for Data Protection and is the designated Data Protection Officer.

1. We have identified that we hold personal data in the following area: committee member's computers, membership forms are kept at the Membership Secretary's house securely and are destroyed when a member leaves the club. Each committee member is aware of the need to protect the data
2. When personal data is shared amongst the committee, it is sent electronically and is password protected
3. All round robin emails are sent blind copy
4. Where we hold personal data it is used for the bona fide purposes of communication with members or processing subscriptions. Your data is passed to the British Riding Club but not any other third parties
5. We ensure we have member's express permission before publishing any photos on either our website or newsletters
6. Members are required to sign the membership form to confirm their agreement to us passing on their data to BRC (see point 4 above)
7. We review our policy every 3 years and it can be found on our website

November 2017