

The Chamois Mountaineering Club LTD

Privacy and Data Protection Policy 2018

Personal Data and The Chamois Mountaineering Club Ltd

An individual's confidentiality is protected by the Data Protection Act and, from 25 May 2018, the General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679) and the Privacy and Electronic Communications Regulations 2016 (PECR). Personal information supplied by members to Chamois Mountaineering Club LTD (CMC) will be kept on file, and stored securely as reasonably practicable on devices protected with recognised internet security software; this data will be deleted once they are no longer relevant. Paper copies of Membership Application forms and copies of past Rules and Lists of Members (which includes addresses) will be kept securely, for historical and administrative purposes.

Members

Membership Application forms does require some Personal Data and the preferred method of communication.

Personal Data

This data includes title, name, address, postcode, telephone number and email address. This information will be stored securely.

Accessibility

The CMC will allow members' information to be used by others working on their behalf such as CMC applying for or renewing BMC memberships and also as required by law. The CMC will not share members' information with other companies or charities for marketing purposes.

Members have the right to access a copy of the information the CMC holds about them (a subject access request) obtainable, subject to proof of identity, from the membership secretary: memship@chamois.org.uk

Members have a right to object to the ICO (Information Commissioners Office) if they feel that the CMC is not handling their data in a satisfactory manner.

Communication

The CMC will ask members to provide their formal consent to receive their communications either electronically or by hard copy through the post.

We will use a member's personal data as follows:

1. To send CMC newsletters by email or by post, which may include:
 - i. Relevant information about the club, members and activities.
 - ii. AGM and EGM information.These will be circulated electronically to members who wish to receive communications by email. These emails will not show recipients' email addresses.
2. To post out the new membership cards.
3. AGM (and EGM) information will be sent electronically or by post, as members choose.
4. Subscription information will be available electronically or by post. Members will be informed (by email, post or phone) when there is a change or issue in subscription. Also, these changes will be on the CMC website.
5. To communicate with all members by the Chairman or relevant committee members

when necessary.

6. Members details are also uploaded to the BMC website as indicated above.
7. Electronic banking is used to reconcile member subscriptions and other payments made by members which may include bank details. When members provide such banking details they will be held securely by the Treasurer.

Note: With the exception of notices for General Meetings (AGM and EGM) members can opt out of any/all of CMC communications at any time by contacting the membership secretary.

The CMC does not hold or store any financial personal details of members on the website.

Members' will be aware that time to time their pictures may appear on the clubs Facebook page and or gallery site. The club will assume that members do consent to this, unless the Membership Secretary is notified otherwise. Pictures of members who are under the age of 18 or guests who are under 18, consent will be required.

The CMC website contains links to other websites. The CMC is not responsible for the privacy policies or practices of third party websites.

Abbreviations:

AGM: Annual General Meeting

EGM: Emergency General Meeting

To be reviewed as required and certainly in 2021