

Carnoustie Camera Club

Data Protection Policy and Privacy Notice

Introduction

Carnoustie Camera Club (CCC) is a voluntary club, run as described in the Club Constitution and in data protection terms, is a data controller. We use information which Club Members give us to help with the legitimate interests of running the Club, under the Data Protection Act 2018 (which incorporates the European Union General Data Protection Regulations, GDPR).

Purpose

The Club collects and processes members' information such as name, address, telephone number(s), email address, dates of membership, photos submitted for competitions and events, competition scores and other information needed for Club activities. The Club also keeps records of Members of the Committee, people offering their services to the Club (such as judges and lecturers) and prospective members, to help with the running of the Club.

What this means in practice

We list the names and positions of the Committee Members on the Club web site, as well as any contact information which they agree to publish. The Club programme is also available on the web site, including the name of anyone presenting or judging. We also publish the images submitted for competitions, members' names and scores.

The Committee has restricted access to a register of current and prospective members which is kept in a secure manner on a restricted shared document store. An email list is used by the Committee to communicate with members about Club activities (which only displays the email address of the person sending the message). The Club will never share membership information with third parties for marketing (including electronic marketing). From time to time, we may circulate information from affiliated photographic organisations, which may be of interest to members,

or information about photography activities or events approved a member of the Committee.

Membership records are retained for one five years and annually updated to maintain current and correct contact and communicate information about club events. The Treasurer and /or Secretary will review the membership data periodically and delete any personal data which is incorrect or no longer needed. Any member can request that their personal information is deleted with immediate effect, however this will lead to them being unable to participate in club events. We keep historical records about the Club, for example, the programme, competitions, award winners and membership numbers.

The Club also collects statistics about visitors to the web site (for example IP address, browser, browser language and places “cookies” on visitors’ computers). We may also use analytics services provided by Google, or other similar companies, which are subject to their own privacy policies.

Inter-Club events

Participating in inter-club events may require personal information and images to be provided to another organisation and we will ask members to agree to this in advance.

Access

Anybody wishing to verify the information held on them by the Club must write to the Membership Secretary using the contact details published on the web site. Unless a legitimate reason exists, a response will be provided as soon as practical and without charge. The individual has a right to rectify any information which is incorrect, or request that it is deleted. Any concerns relating to a data privacy matter should be addressed to the Secretary.