

Friends of Easebourne Parish (FrEP) - Data Protection Policy

1. The FrEP Data Protection Policy is based on the requirements of the General Data Protection Regulations (GDPR).
2. GDPR states that organisations must determine the lawful basis for holding personal data and that basis needs to be determined, before processing begins. The reason should be documented and should state why personal data is required and the purposes of the processing and the types of processing activity, and the consequence of not holding personal data.
3. Our lawful basis for holding membership data is as follows:
 - inform members by newsletter and email of updates of the above.This forms our lawful basis for holding membership data under the GDPR.
4. FrEP Vice Chairman and Secretary is responsible for holding, maintaining membership data, and obtaining consent from each member of FrEP. Membership Information is not provided to third parties.
5. Members of FrEP will need to contact FrEP Vice Chairman or Secretary regarding the withdrawal of their consent for data held on them at any time.
6. If a member resigns, relapses or dies all data concerning that member must be destroyed within a reasonable period of time.
7. The data that FrEP will hold on members is as follows:
 - Name
 - Address
 - Telephone number (which may be a landline or mobile number)
 - Email Address
8. When a member receives a consent form they must also be provided with information as to how they can withdraw their consent at any time.
9. GDPR sets a high standard for individual consent. Consent means offering individuals real choice and control. Consent requires a positive opt-in.

25 August 2020