

Church Stretton Area Community Wildlife Group

Statement on Conforming to General Data Protection Regulations

Policy: Church Stretton Area Community Wildlife Group will at all times be mindful of GDPR and will make every effort to uphold and conform to the regulations.

Actions in support of the policy:

1. Names, email addresses (or postal addresses if preferred) and phone numbers will only be requested from those asking to be informed about the group's activities, or from those with whom the group has direct business, such as workshop leaders or speakers.
2. The Group web administrator will hold the full mailing list of members and will do so using a secure method of storage.
3. Contact details supplied by members of the public will only be used to inform them of the group's decisions and activities, or other wildlife-related matters that may be of interest.
4. Where individual groups of members (e.g. the bird survey group) provide contact details to the leader of that group, s/he will hold the data using a secure method of storage and will use blind copy (bcc) in all mailings.
5. All mailings will include clear instructions on how to opt out of future contact.
6. The contact details of those asking to opt out will be deleted.
7. The contact details for committee members will be shared as a group only with the written consent of all members of the committee.
8. All emails to more than one recipient will be sent using blind copy or an email platform with its own acceptable GDPR protocols, such that no one recipient is aware of any other recipient's details.
9. Anyone requesting details of how their contact details are held or used will receive full information promptly and their details will be deleted upon request.
10. Contact details held by SACWG will not be shared with any individual or outside organisation, other than GDPR-compliant email platforms used to distribute mailings, without the express consent of each member concerned.
11. In the event that SACWG ceases to operate, all contact details will be deleted from all the group's records.

Church Stretton Community Wildlife Group

Privacy Statement

Strettons Area Community Wildlife Group (SACWG) is a constituted voluntary organisation. Membership is open to anyone who lives or works in the Strettons area, or who has an interest in its wildlife, and who wants to actively contribute to local knowledge and conservation. Members are people who have completed a membership application form or supplied contact details. The Group web administrator will maintain a register of members. There is currently no membership fee.

Strettons Area Community Wildlife Group will at all times be mindful of General Data Protection Regulations (GDPR) and will make every effort to uphold and conform to the regulations.

Your contact details will only be used to inform you of the group's activities or other wildlife-related matters that may be of interest.

All emails to more than one recipient will be sent using blind copy or an email platform with its own acceptable GDPR protocols, such that no one recipient is aware of any other recipient's details.

Your contact details held by SACWG will not be shared with any individual or outside organisation, other than GDPR-compliant email platforms used to distribute mailings, without your express individual consent.

You will find our GDPR Policy Statement on our website at www.shropscwgs.org.uk

If you do not wish to continue to receive mailings from SACWG, please send an email to either:
the Group Leader;
the Web Administrator at SACWG_WebAdmin@shropscwgs.org.uk ;
or the Chair at SACWG_Chair@shropscwgs.org.uk .
Your details will then be deleted from all our records.

If you have any concerns about our use of your personal information, you can make a complaint by contacting our chair, Stephen Butler, at sgbutler15@gmail.com

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>