

The new government General Data Protection Regulation will come into practice on 25th May 2018.

GDPR STATEMENT

The committee of Harwich Angling Club take your privacy very seriously. We neither rent/sell nor share your personal information to/with any third party. We only collect personal information that is relevant to the purpose of Harwich Angling Club.

The information we collect

- Name & Address
- Email address
- Telephone number, mobile number.
- Car registration number & make
- Status e.g.; senior, senior citizen, disabled, junior (under 16), junior (under 12)
- Type of fishing. match, pleasure, specimen.
- Passport size photograph

What is the information used for

- Maintain register of members
- To enable communication of the following to members
- AGM notification
- Renewal of membership
- Signing on nights
- HAC events, offers, newsletters

How long will we retain the information

We will retain the above information for 24 months after the date a member leaves the club. (to enable us to communicate offers to re-join the club). However, any member can request that we destroy their personal information immediately on leaving the club.

Receipt of GDPR statement

I hereby acknowledge receipt of the GDPR statement

Name:

Signature

Date

GDPR PROCEDURES & CONTROLS

- **Abbreviated notice of GDPR effective date and requirement to sign receipt of statement, to be included in signing on nights notification letter/email together with a copy of GDPR statement. & receipt form.**
- **GDPR statement to be handed to each member on signing on night and request they sign (& print name) to show receipt of GDPR statement.**
- **Request to join the club / renew membership (not on signing on nights), where a signed receipt of GDPR statement is not received with application form, the requestee will be sent a copy of the GDPR statement and asked to sign and return the receipt form. Before a membership card is issued.**
- **Only new membership request for the 2019 / 2020 and subsequent seasons will be issued with a PDPR statement & receipt form. (re-joining members will not be issued with GDPR statement again)**
- **GDPR statement to be put on website together with the receipt form.**
- **Access to full date information restricted to Membership secretary, Club Secretary & Club Treasurer.**
- **List of membership numbers and names only to be issued to club bailiffs.**
- **Member`s personal details to be destroyed 24 months after leaving club or immediately on request by said leaving member.**
- **An annual audit of register and procedures to be completed.**

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