



Teesdale Gun Club

General Data Protection Regulation, May 2018

Privacy Notice

Data Protection Officer: Tony Brittain

The GDPR, the General Data Protection Regulation, is enforceable from 25th May 2018. The GDPR replaces the Data Protection Directive 95/46/EC and it has been introduced to protect all citizens' data privacy across the UK and Europe, to protect and empower all citizens' data privacy and to reshape the way organisations approach data privacy.

1. The personal data Teesdale Gun Club (TGC) collect will only be used for the following purpose;

- TGC membership details that include, full names, address, contact details and firearm licence details.
- **Names only** will be used when placing articles of interest on Facebook or other social media platforms (You personally are responsible for managing your own social media accounts such as Facebook, Twitter etc.) or the local media.
- **Names and photographs only** will be used when placing articles of interest in the TGC internal magazine/newsletter. This publication is only distributed to those members who consent receipt and is not sold or distributed to 3rd parties.
- This information will be reviewed and updated on a monthly basis by 1 committee member of the TGC and will be kept electronically on a removable disk that will be encrypted. The removable disk will be kept in a secure lockable box.
- It is unlikely that no other person will need to see these files inside or outside of the TGC. If it is likely that others need to see the files, e.g. for compliance with legal obligation, then it will be done on a visual basis under strict supervision by the Data Protect Officer.
- All hard paper copies will be destroyed within 48 hours of submission.

2. Our legal basis for processing the personal data is;

- This data is required as the TGC has a legal duty to ensure all users of firearms on the TGC ground have the necessary permission, and that the Certificates and Licenses are valid.
- Your data will be stored for a minimum period of 3 years to comply with the Fire Arms act June 2019.

3. Any legitimate interests pursued by 3rd parties we use, are as follows;

- The TGC will **not give or sell** personal data to any 3rd party for advertising or any other purpose.



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4. Special categories of personal data concerned are;

- No special categories of data has been requested, these include Racial/ethnic origin, political/religious opinions and genetic/health data.

5. Consent;

By consenting to this privacy notice you are giving the TGC permission to process your data specifically for the purposes identified. Where the TGC are asking you for personal data we will always tell you why and how the information will be used.

You have the right to view the data stored/saved at any time upon request and may at any time withdraw consent. This must be done in writing to the TGC Data Protection Officer. You can witness any such deletion of files.

Consent is valid for 12 months and will be agreed upon membership renewal. If individuals do not renew memberships within 30 days of the renewal date then all personal data will be deleted automatically.

6. Disclosure

The TGC will not pass on your personal data to third parties without your consent.

7. How to ask questions about this notice.

If you have any questions, comments or concerns about any aspect of this notice or how to handle your data please contact the Data protection Officer.

Revised June 2019



Teesdale Gun Club

Consent Form

I(Block capitals) have read and agree to give the Teesdale Gun Club (TGC) consent to hold and retain my personal details that I submit when completing the membership form on an annual basis. I understand that this information is to be held for TGC use only and that this information will not be passed onto or sold to any 3rd party. This consent is separate to any other terms and conditions or previous Data Protection legislation.

I give permission for the TGC to give my name only if and when they are to post photographs on the following media platforms (please tick if giving consent on the particular platforms)

- TGC internal magazine/news letter/web page.
- Social media e.g. Facebook, Twitter, Instagram, You Tube, etc
- Local media e.g. Newspapers, magazines etc.

I understand that the TGC will give a minimum 30 day notice if it intends to share my personal data with other parties, and that they will give me access to the data they have and how it is stored, evidence to be recorded within a 30 day period of any request

I agree to give a 30 day period of notice to the TGC to remove my personal data from their records should I wish this to happen.

The following table will be a record of all changes in data use.

Name	Date of Request	Type of Request	Accepted By	Position	Date

Signed:

Name (Full):

Date: