

DATA PROTECTION POLICY

1 It is the data protection policy of Chorali Fiscus to comply with the General Data Protection Regulation (GDPR) that came into effect on the 25th May 2018.

2 Chorali Fiscus shall maintain records of members relating to their membership status and history and communications with the officers of the Chorali Fiscus. Typical of such records are:

- Name
- Contact details
- Date joined
- Amount donated
- Mode of donation
- Membership expiry date

3 Chorali Fiscus shall retain information provided by the member or enquirer that is deemed essential for the efficient and effective administration on behalf of the Chorali Fiscus or the individual member's interests. Where information about a member may be provided by a third party then the date of provision and name of third party shall be retained within records.

4 Data related to members shall be shared between officers of Chorali Fiscus only and shall not be disclosed to any other member or third party without written permission of the member.

5 Members and enquires shall be given a copy of this policy upon request and this policy shall be publicly available to any enquirer. For consent to be valid, it shall be freely given, specific, informed with a clear affirmation action, such as ticking a box on a form either electronically or physically.

6 All documented data related to a member shall be made freely available to that member upon their request. Requests will be responded to within three weeks.

7 Members have the right to request amendment, clarification or removal of all or part of the data held about them. Where relevant and administratively unavoidable then the Chorali Fiscus retains the right to withdraw membership.

8 Chorali Fiscus shall retain information in perpetuity but may, as is administratively convenient or at the request of the member destroy such information upon termination of membership. Members and past members should be aware that where a future reference may be made then the Chorali Fiscus are obliged to neither confirm nor deny any past data and would respond only with the phrase "Chorali Fiscus has no record....."

9 At any time, members have the right to complain to the Information Commissioner's Office regarding the Chorali Fiscus data practices.

10 Personal data in the public domain shall not be incorporated within the Chorali Fiscus data records but where related to Chorali Fiscus activity links or references may be maintained.

11 Members may request copies of the information held about them by contacting:

The Recorder
Chorali Fiscus
6 Ferris Place
Bournemouth
Dorset
BH8 0AU
United Kingdom