

## EU GDPR Security Statement – Newton Abbot Ramblers

The EU General Data Protection Regulation (GDPR) requires us to inform any person whose data we store or process: what data we will store, why we need it, what we will do with it, how they can access their data, or get it amended or deleted, and what happens when we no longer need their data.

The data we ask for is the person's name and any title (Mr, Mrs etc), their postal address, and optionally an e-mail address and telephone numbers, land-line and mobile. We expect members to notify us of any change made by them to their data which we hold, such as moving house.

We need contact details so we can keep all members, or a group of members, informed as new items are added to our programme, and so we can notify any changes to material already published. Also, one of our officers may need to contact a single member, for example to discuss a walk they are leading.

Membership data is stored in our computer database, which is available to any of our officers and committee members who need access to it.

We will take all reasonable steps to protect members' data. Our officers are not permitted to pass any member's data on to any other member, unless the member whose data is being passed on has given their permission, and they may only use members' data for the purposes of Newton Abbot Ramblers.

We will not share data with anyone outside Newton Abbot Ramblers, unless required to do so by law.

Any member wishing to know what data we hold for them, or wishing to have any of their personal data amended or deleted, may make their request to any of our officers, either face to face, by e-mail or by telephone. That officer, or another officer, will pass the information to the member, or amend or delete the data, as soon as practicable.

Any member not paying a subscription for a full calendar year will be classified as Lapsed, and will receive no further communication from us. After three years of being Lapsed, the postal address, e-mail address and telephone numbers of the member will be deleted from our database. The member's name will remain on file, so that it can continue to be shown on the Past Walks Archive page of our web site, showing only the first letter of their surname, in respect of any walks the member may have led.