

Rocester and District Camera Club

Data Protection Policy

(Version 2 of 15 May 2018)

1.0 The Club

1.1. Rocester + District Camera Club ('RDCC' and 'the Club') is established with the Objects set out in its Constitution.

2.0 Personal Information / data held by RDCC

2.1 Rocester and District Camera Club is a Data Controller within the UK.

2.2 The personal information / data referred to in this Policy may include the following.

- a) Name
- b) contact details
- c) service records
- d) records of entries to events, and
- e) such other information as may be necessary for the effective management of the legitimate interests of RDCC.

2.3 RDCC collects and holds personal information regarding the following.

- (a) The Executive Committees of itself and the MCPF and PAGB; others who assist those executive committees; and those offering their services to RDCC e.g. judges or lecturers.

This information is used to facilitate the Club's administration and services and is compiled into a digital and printed Club Administration held by the Club Secretary.

The contact details of the Club's officials allocated to provide particular services may be published generally.

- (b) Others necessary for the conduct of the business of the Club.

This information is used to satisfy a requested service or a contractual requirement and may be retained to confirm the outcome.

- (c) Photographers as the creators of Images used in the activities of RDCC.

This information is managed subject to the general conditions and rules of the RDCC and PAGB

RDCC may retain historical archives for example but not limited to, records of meetings, handbooks, catalogues, awards and other event results.

3.0 Data Verification, adjustment and removal

3.1 Any person wishing to verify, adjust or remove or limit the use of the information held RDCC may apply to the Club's Secretary.