

Winchester and District PROBUS Club - Privacy Policy

Winchester & District PROBUS Club treats your privacy rights seriously. This privacy policy sets out how we will deal with your 'personal data'.

When you join you are asked to provide certain personal data. This includes title, full name, home address, Email address, telephone number, name known by, name of wife or partner, date of birth, occupation prior to retirement, hobbies/interests.

We, the Club, also require that you provide consent for us to store and use your data. Your consent is required in order to ensure the Club's compliance with data protection legislation.

We use your data:

- To provide our activities and services to you.
- For administration, planning and management of our Club.
- To monitor, develop and improve the provision of our Probus activities.

We will send you messages by email, telephone and post to advise you of our activities and other activities relating to PROBUS.

We may disclose data about you:

- internally to members as required to run our activities
- externally – where we use external organisations to host our website and to print lists of members. We have reviewed the Terms and Conditions of each such supplier and confirmed that their systems for holding our Club's data are secure
- to any other organisations and persons insofar as required by law

If for any other reason we need to disclose your data to anyone outside our PROBUS Club, we will inform you of to whom the data will be disclosed and for what purpose.

Your data will not be stored by the Club longer than needed by your membership.

To ensure the data the Club holds about members is accurate and up to date, members need to inform us about any changes to their data. You can do this by contacting the Membership Secretary at any time. Contacts for him are in the list of members.

The Club has in place security safeguards to protect your data against loss or theft, as well as unauthorised access.

This policy is available on the Club's website or can be requested in paper form from the Membership Secretary. If the Club makes any material change to the policy; we will make members aware of the change.

If you have any queries about this policy, or have any complaints about the Club's privacy practices, please contact our President. His details are in the list of members.

Policy review date: April 2019

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