Abney Park User Group – Privacy Policy

This policy explains how Abney Park User Group (APUG) will protect and respect your privacy when you give us your personal data. As a small voluntary organisation, APUG is exempt from registering with the Information Commissioner's Office but is subject to the General Data Protection Regulation (GDPR) and the Data Protection Act 2018.

When you sign up to join APUG, we ask you to supply some personal data: your name, address (postal and email) and your phone number. We collect and store this solely for the purposes of establishing and/or maintaining membership or support for APUG, and for providing and administering activities for individuals who are members or have regular contact with us.

Our records are maintained behind a secure, passworded system and are not shared outside the group without permission. We may use third party data processors such as Mailchimp for newsletters and Google Drive for secure file storage. Otherwise, access to personal data is restricted to APUG committee members when they need to access membership details to carry out their roles.

When you sign up for membership you are consenting to receive email or phone communications about our activities, but you may unsubscribe from our email group or leave our WhatsApp group at any time.

You have the right to ask us for a copy of the information APUG holds about you. Personal data will be erased from our records upon request. If you ask for your data to be removed, you will be regarded as having resigned membership.

For any enquiries about this policy, or if you want us to update or remove your personal data, please email <u>abneyusergroup@gmail.com</u>

August 2024