

# Sceptre Angling Club

## General Data Protection Regulation

The General Data Protection Regulation provides the following rights to individuals; the right to be informed, the right to access, the right to rectification, the right to erasure, the right to restrict processing, the right to data portability, the right to object and rights in relation to automated decision making and profiling.

The purpose of this document is to inform members of what actions we perform with any data collected and gain approval for its usage

### Minimum necessary data

In becoming a member of Sceptre Angling Club (hereafter call the SAC), the SAC will need to obtain and hold certain information about you. This information is needed to satisfy SAC administration details, insurance purposes, legal requirements, internal competitions and display of results. The minimum information requirements are:

1. Name
2. Address
2. Date of birth
4. Telephone No(s)
5. E-mail address
6. Membership of another club (if applicable)

This information will be stored either electronically or a hard copy as safely and securely as can be reasonably expected and will only be accessible in the strictest confidence to the SAC Committee in the fulfilment of their duties.

### Approval

I have read and understood and agree that my information can be stored and used solely for the purposes outlined above.

Name in full: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_

### Retention

All data will normally be retained for a period of 3 years after leaving the club after which it will be removed and destroyed. However within your rights to erasure this can become an immediate action on written request to the Club Secretary.