

HORNSEA AMATEUR RADIO CLUB

Privacy Policy and General Data Protection Regulation (GDPR)

This document is prepared in accordance with the EU's General Data Protection Regulation (GDPR) 25th May 2018 as a guide to inform you of our data collection policy.

We are committed to protecting the personal information and data that we hold on record about our members and any other individuals using the services provided by the Hornsea Amateur Radio Club (HARC) by providing your details you give consent to it's appropriate storage and usage for the purpose of administration. We also reserve the right to pass on information to the Radio Society of Great Britain (RSGB) and OFCOM in the case of training and examinations. Information supplied by Traders will be included on our entry programme and will not be passed on to a third party without their permission.

What information do we record?

1. Your full name, call sign and postal address.
2. Personal telephone number and email address

Why do we need this information and what do we use it for?

We need to collect this information to maintain accurate records of our membership. Information is limited to what can be found on RSGB publications and QRZ.com.

Where is this information stored?

The club Secretary is nominated as a data recorder, All personal files are stored on a secure hard drive with a second back up copy on a USB memory device stored in a locked safe when not in use. Access to this data is solely limited to HARC Committee for the administration of (HARC).

Do you share any of my personal data or information?

We will never share any of your personal information or data that we may hold with any other individuals or third party commercial organisations.

Can I have access the data you hold about me?

Yes, all you need to do is contact the Secretary.

Can I ask for my data to be deleted?

You can request to have your personal information deleted from our records at any time. Contact the Secretary.

Please note:**How will my data be deleted?**

Upon your request I will delete any electronic records from our storage hard drives and computer recycle bins. You will have the choice for HARC to personally return to you any printed information or you can formally request that HARC shred these documents.

If you have any concerns whatsoever about this policy or how I handle your personal data and information you can contact HARC Secretary.

Secretary, Hornsea Amateur Radio Club