

GILDREDGE PARK BOWLS CLUB

www.gildredgeparkbowls.com

**The Goffs
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Data Protection Policy

Our data protection policy sets out our commitment to protecting personal data and how we implement that commitment with regards to the collection and use of personal data.

We are committed to:

1. Meeting our legal obligations as laid down by the General Data Protection Regulations (GDPR), which became European Law on 25th May 2018.
2. Ensuring any data collected is used fairly and lawfully
3. Ensure only the agreed designated GDPR personnel have access to personal data
4. Processing personal data only in order to meet our operational needs or to fulfil the Club's legal requirements and only by the designated personnel
5. Ensure that personal data is kept up to date and accurate and with adequate security measures for the protection of personal data
6. Permit members to have access to details of their own personal information held by the Club
7. Promising that personal information will not be released to any members of GPBC without the individual members written permission, with the exception of County and National Bowls Governing Bodies who require this information annually for playing members registration
8. Ensuring that a nominated officer is responsible for data protection compliance and provides a point of contact for all data protection issues.
9. Ensuring that all club officers are made aware of good practice in data protection.
10. Provide adequate training for all staff responsible for personal data.
11. Ensuring that everyone handling personal data knows where to find further guidance