

THE STANIER 8F LOCOMOTIVE SOCIETY LIMITED

REGISTERED NUMBER 990440 ENGLAND
REGISTERED OFFICE: 5 OAKDENE GARDENS, MARPLE, STOCKPORT, SK6 6PN
REGISTERED CHARITY No. 261751

GENERAL DATA PROTECTION REGULATION [GDPR]

There are changes to the law from 25 May 2018 which oblige all clubs and societies to inform their members about the information they store, and about who has access to that information.

The Stanier 8F Locomotive Society Ltd currently stores:

- Name
- Preferred salutation
- Address
- Telephone number
- Email address
- How and when subscriptions/donations are paid [but not bank details]
- Length of membership
- Whether or not the person is a Life Member [membership status]
- Whether or not the person receives a complimentary copy of 'Black Eight' magazine and associated Newsletters

The information is collected when individuals sign up for membership and when any application is made for other events, submissions to 'Black Eight', purchases and raffle tickets

Purpose

The information is used for the following purposes:

- Administration of memberships
- Ensuring the delivery of 'Black Eight' magazine to intended recipients
- Distribution of purchases, letters and other items to intended recipients
- Distribution of AGM material and Society accounts

We will only use the information for the purposes for which it was collected, unless we reasonably consider that we need to use it for another reason and that reason is compatible with the original purpose and Society aims. If we need to use the information for an unrelated purpose, we will notify you and we will explain the legal basis which allows us to do so. The information may be shared with those concerned with the distribution of Black Eight magazine, Newsletters and Society correspondence

Safeguarding

The information is available only to

- The Board of Directors [Trustees of the charity]
- The Society President and Vice President
- The Minutes Secretary to the Trustees
- The person responsible for the creation of the address labels for communications to members and receivers of complimentary magazines
- The person responsible for magazine and other correspondence distribution.

The above information is collated by the Membership Secretary to whom requests for alteration of personal details should be addressed. It is important that the information held about members is accurate and current. Please keep us informed if your personal information changes during your relationship with us.

Personal information will be retained for the duration of the membership to which it relates and will be deleted after one year of non-payment of subscription, or immediately upon notification of cessation of membership (whichever is sooner).

Under certain circumstances, by law you have the right to:-

- request access to your personal information
- request correction of the personal information that we hold about you
- request erasure of your personal information
- object to use of your personal information
- request the suspension of use of personal information about you
- request the transfer of your information to another party.

Contact details of relevant Society Officers are listed inside the front cover of each copy of 'Black Eight' magazine in case of any questions.