

- To maintain a directory of club members solely for the use of other club members; and
- To inform you of news, events, activities and services run by the Club, or by others which we think may interest you, either by post, telephone or e-mail as appropriate.

4. **What is the legal basis for processing your personal data?**

- Your explicit consent to us, allowing us to use your personal data for the purposes described above.; or
- Processing is necessary for carrying out legal obligations.

5. **Sharing your personal data**

Your personal data will be treated as strictly confidential and will only be shared with other members of the Club in order to carry out the purposes above.

Subject to clause 4 above, we will only share your data with third parties with your consent.

6. **How long do we keep your personal data**

We keep data until we believe you no longer wish to be involved with the purposes above or you tell us you no longer want us to hold it.

7. **Your rights and your personal data**

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data: –

- The right to request a copy of your personal data which the Club holds about you;
- The right to request that the Club corrects any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for the Club to retain such data;
- The right to withdraw your consent to the processing at any time;
- The right to request that the data controller provide the data subject with his/her personal data and where possible, to transmit that data directly to another data controller, known as the right to data portability, (where applicable);
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of personal data, (where applicable); and
- The right to lodge a complaint with the Information Commissioners Office.

8. **Further processing**

If we wish to use your personal data for a new purpose, not covered by this Data Protection Policy then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

9. **Changes to this policy**

We may change this Policy from time to time. If we make any significant changes in the way we treat your personal information we will make this clear on our web site <http://www.hoddesdonrotary.org> or if you are a member of the Rotary Club Hoddesdon we will notify you directly.