



DATA PROTECTION POLICY

Data Protection Act 2018

General Data Protection Regulation (GDPR)

On 23 May 2018, the Data Protection Act 2018 received Royal assent, replacing the Data Protection Act 1998. This Act will ultimately democratise data privacy for consumers, making it vital for their consent to be given before their personal information is stored.

The purpose of the Act is to protect the rights and privacy of individuals. The Act ensures that data about people is not processed without their knowledge and wherever possible is processed with their consent. The Act covers any personal information that might help to identify a living person.

Woking Talking Newspaper (1988) Association (“WTN”) collects and processes certain types of information as a necessary part of carrying out its responsibilities and administering its operations. Such information is subject to the Act.

WTN collects, handles and uses personal information and will, as far as is possible, follow the principles of the Act. It maintains technical and other security arrangements to safeguard personal information and its website contains a statement on how it deals with such information collected through the site. The principles are that personal data must be:

1. processed fairly and lawfully
2. obtained lawfully and used only for the purpose for which it was collected
3. adequate, relevant and not excessive
4. accurate and kept up to date
5. kept no longer than is necessary

6. processed in accordance with the rights of data subjects
7. securely kept
8. not transferred to any country outside the EU without adequate protection in place.

WTN Policy

WTN will only use personal information provided by individuals and will use this information: -

- to keep our Registers up to date
- to manage the Association
- to provide services
- to inform others of WTN membership (general information only is given)

Such personal information is subject to certain rights of access by the individuals to whom it relates which entitle them to:

- know what the information is
 - be informed for what purposes the information is being processed and to whom it may have been disclosed
 - the opportunity for incorrect information to be amended or erased.
- Any such requests in respect of personal information held by WTN should be addressed, in writing, to:

Woking Talking Newspaper (1988) Association
Penylan
Heathside Park Road
Woking
Surrey
GU22 7JE

WTN does not currently charge a fee for this but does reserve the right to vary this Policy.

There is always a risk when information is transmitted over, or made available on, the Internet, that such information will go astray. WTN will always try to protect personal information but cannot guarantee security and any information supplied will be at individual's own risk.

Information about members will not be knowingly shared with any third party, other than WTN members, or used in any other way unless such use has been agreed by the supplier of the information or WTN is legally obliged to do so.

26th August 2020