



Penwith Photographic Group

CLUB DATA PROTECTION POLICY

Penwith Photographic Group ('The PPG') has the aim of promoting and encouraging photography in Penwith and surrounding area. Activities in support of this include but are not limited to, photographic talks, competitions both in club and externally, informal meetings, networking, putting on exhibitions and other displays of members' work including on the PPG's website (<http://www.thePPG.org.uk>).

Membership is open to anyone who has an interest in photography and wishes to pursue that in a friendly and inclusive social group taking part in a variety of activities.

In the context of data protection, the club is a data controller within the UK.

The personal information referred to in this policy may include name, contact details, records of entries to competitions and other events, members' names on photographs and digital photo files, and such other information necessary for the effective management of the legitimate interests of the Club in supporting activities to benefit members and others.

The Club collects and holds personal information about:-

Members

This information is used to facilitate administration of the Club, to communicate with members about photographic activities and events, and to provide and advise about products and services for members.

The information is recorded by the Club Secretary and circulated only to the Club's Committee ('officials').

When members' photographs are selected to represent the Club in external competitions, the members' names will also be forwarded to the competition's organisers for them to manage the event.

Prospective members enquiring about membership of the Club.

This information is only disclosed by the prospective member when contacting the Club. It may be shared amongst the committee to enable them to welcome the prospective to the Club more effectively.

Others who support the Club in the provision of services to members at meetings or elsewhere, including but not limited to speakers and competition judges. This information is used to arrange and confirm services, and may be retained for follow-up contact purposes.

Others who pro-actively contact the Club with offers of new or old products and services for members.

This information may be used to inform members if appropriate, and may be retained for follow-up contact purposes.

Other groups and individuals in the external community whom the Club's members may help from time to time.

This information is used to deal with enquiries and arrange activities including, but not limited to, sharing photographic knowledge, joint events and activities, photographic events, and it may be retained for follow-up contact requirements.

The Club may retain historical archives including, but not limited to, records of meeting, names of officials, competition winners, exhibitions and other event results. This may include remaining on the club's website and social media where they may be used for information and research by Club members and the public.

The Club does not collect personal data about users of our website.

Nothing in the foregoing approaches prevent members from sharing their personal contact details with each other and working, learning and socialising with each other in alignment with the Club's wish to be a friendly and inclusive social group of people with an interest in photography.

You have the right to:-

Apply to the Secretary to verify the information held by the Club about you.

Ask that the Penwith Photographic Group corrects any personal data if it is found to be inaccurate or out of date.

Ask that your personal data is erased where you believe it is no longer necessary for the Penwith Photographic Group to retain such data, if you remain a member and ask for some or all of your personal contact information to be deleted, it may make normal Club communications with you harder, although you still have that right.

The PPG may use any images submitted by members/ex members for promotion purposes in print or digital formats at any time in the future, but not in competitions without the member/ex member's permission.

Lodge a complaint with the Information Commissioners Office (<https://ico.org.uk/>).