# A picture containing text, clipart  Description automatically generated**Privacy Policy (GDPR Compliance)**

**NOVEMBER 2018**

When joining the Club, each member is asked to provide the following information

1. Name

2. Address

3. Phone number

4. Email (if relevant)

This information is held by the relevant committee members in order to set up and manage the Members subscription list for KADAC; it is also used to inform members of Club Activities and related issues. Committee members are instructed not to share Members’ data unless permission from an individual is sought and positive written response received.

If held digitally, the information will require to be protected with suitable security to ensure the confidentiality, integrity and availability of personal data.

Personal data will not be disclosed by email within the Members’ base (ie you will be BCC’d into emails) nor given to any other group or organisation.

The information will be held for as long as the individual is a member of KADAC then destroyed or deleted.

Photographs may be taken at events and painting sessions for the purpose of highlighting activities within the local press and within the Club. Each Year, when Membership Fees are renewed, members will be asked to sign a permission form for their photo to be used.

 ADOPTED AT AGM IN NOVEMBER 2018