

St. Albans Beekeepers GDPR Privacy Policy

1. Introduction

- 1.1 We are committed to safeguarding the privacy of our members' personal information/data; in this policy we explain how we will treat your personal information.
- 1.2 We will ask you to consent to our use of your personal information in accordance with the GDPR rules coming into effect on 25th May 2018.
3. This privacy policy was last updated on 20/09/2018

2. Collecting personal information

2.1 We may collect, store and use the following kinds of personal information:

- (a) information that you provide to us when registering as a member of St. Albans Beekeepers Association (including Name, Address, Telephone number, Email address, location of hives and quantity of hives);
- (b) information that you provide to us for the purpose of subscribing to our Yahoo Group email notifications and/or newsletters;
- (c) information that you provide to us when using the services on our website, or that is generated in the course of the use of those services
- (d) information relating to any purchases you make of our goods and/or services or any other transactions that you enter into through our website (including your name, address, telephone number, email address and card details) **
- (e) information contained in or relating to any communication that you send to us via Yahoo groups (including the communication content and your email address) and
- (f) any other personal information that you choose to send to us.

***Card details and bank details are collected by the website, but only stored by our payment processors, and not by us.*

3. Using personal information

On the basis of our legitimate interest to run our Association, we may use your personal information to register your membership with county (Herts BKA), BDI (Bee Disease Insurance Ltd), Gift-Aid, BBKA (The British Beekeepers Association) and its magazine distributor, the seasonal bee inspector and NBU (National Bee Unit).

- 3.1 Your personal information will have been copied from your application form and inserted into our Membership Database. This is the lawful basis for the Club to hold and process your personal information.
- 3.2 Personal information submitted to us through our website will be used for membership and for the purposes specified in this policy or on the relevant pages of the website.
- 3.3 **The Associations Membership Database will only be distributed to our elected members of the Committee, & those persons who assist in the running of SABKA.** Your information will be stored on a USB Flash Drive for which only they will have access. They will retain this Flash Drive for a maximum of 6 years, the maximum term of their committee election, or until they resign from the post, whichever is sooner. On leaving the committee, they shall return the USB Flash drive to the Association committee and will sign our records to show they have done this.
- 3.4 We may use your personal information to:
 - (a) send you our newsletter (you can inform us at any time if you no longer require the newsletter);
 - (b) send you communications relating to our committee decisions and any news relating to our association and that of our county (Herts BKA), British Beekeepers Association (BBKA) and BDI (Bee Disease Insurance Ltd) which we think may be of interest to you, by electronic format or alternative means where electronic format is not available (you can inform us at any time if you no longer require these communications by contacting GDPR@stalbansbees.org)
 - (c) provide BBKA or HBKA with statistical information about our users (such as number of hives, location etc) but at your request BBKA will not be able to identify any individual user from that information;
 - (d) We will not pass on your personal information to any other organisation unless required to do so by law or unless we have your express written consent to do so beforehand.
 - (e) We will store your data for as long as you are a member and a maximum of 6 years thereafter, in-keeping with the requirements of Gift-Aid.