

Ratae Road Club
Statement in respect of the General Data Protection Regulation 2016

The General Data Protection Regulation (GDPR) controls how we may capture, record, retain and use your personal data, e.g. names, addresses, email addresses and phone numbers. The following statement shows how we will comply with the GDPR and explain the limited purposes for which we may use any personal data.

1. The Club has an appointed Data Processor to ensure that our activities are compliant with GDPR. The Data Processor will answer any questions you may have regarding our storage and use of your personal data.
2. Personal data is defined as both that which is stored digitally and in a 'hard' or printed copy. Data will be stored and processed in a manner that ensures appropriate security of data, including protection against unauthorised use. Data will be stored for no longer than is necessary.
3. Data will only be stored for the following specified purposes:
 - For processing new membership applications and for annual renewals
 - For notifying members about any forthcoming events
 - For sending out newsletters containing information of interest to members and to non-members who have consented to receive newsletters.
 - For sending out notices and agendas of club meetings, as required by the club constitution.
4. Personal data will not be passed to any third party without the data subject's (your) explicit consent.
5. You may withdraw your consent for the club to hold any item of your personal data at any time by contacting the Data Processor.
6. The following committee members and holders of positions within the club are currently authorised, by committee decision, to process personal data in a manner that is compatible with their specific roles:
 - Data Processor
 - General Secretary
 - Membership Secretary
 - Treasurer
 - Time Trials Secretary
 - Marshals Co-ordinator
 - Social Secretary
 - Minutes Secretary
 - Website Administrator
 - Appointed Ride Leaders