



## Data

## Protection

The General Data Protection Regulation and the Data Protection Act 2018 requires the Peterborough Diocesan Guild of Church Bellringers (the Guild) to ensure that all persons about whom personal information is kept, whether on a computer or as part of paper records, are aware of the information kept and the purpose for which it may be used. Please note that the information which you provide to the Guild will, with your consent, be held on a computer and may also be held in a manual filing system. This data will be processed by the Guild as follows:

The information may be included in Guild newsletters and other Guild publications. This includes the Annual Report which is circulated to members and is available on request to other ringers. Copies are supplied to the Diocese of Peterborough, some public libraries and to the Central Council of Church Bellringers. Details of peals rung for the Guild will be published in The Ringing World and reproduced in the Guild's Annual Report.

If you are, or become, a tower correspondent or an officer of the Guild this information may with your consent also be published on the internet web pages of the Guild.

If you wish to obtain a copy of the data held, a description of the purposes for which it is being processed, description of any potential recipients, or any information as to the source of the data, please contact the Guild Secretary. Please note that the Guild is entitled to charge a statutory fee, currently not exceeding £10, for the provision of this information.

Please complete a Data Protection Consent Form to confirm your consent to your personal data being processed in the manner set out above and as necessary for the purposes of the legitimate interests of the Guild, subject to the restrictions indicated on the form for the specified items of data.

The form needs to be signed. It can be forwarded electronically so long as it is attached to an email showing your personal email address, thus authenticating it.

If you are a tower correspondent and you decide not to allow your details to be printed in the Annual Report, please supply the name of an alternative contact, and pass on the consent form to him or her for completion.

General Secretary