

Welling and District Model Engineering Society

Data Protection Policy

Pursuant to the General Data Protection Regulation – 2013

Applications for membership : As a potential member, you consent to the processing, retention and sharing of your personal data submitted on or with your application, for the purpose of assessing your membership application. You can withdraw your consent and request erasure of your application data at any time prior to your joining or re-joining by notifying your proposer and seconder – or the Data Controller or the Membership Secretary that you wish to cancel your application.

The legal reason for holding your personal information : Is to keep records of the Members of the Society, as required by the Companies Act 2006, and to contact members about Society and other related events and/or to keep a record of members' steam boiler certification and expiry dates for hydraulic and steam tests

How is the personal data we hold on you is processed: By keeping the membership list updated with changes in membership status (ie deleting lapsed or dead members and adding new names as necessary) or updating current contact details. By printing out address labels, for mailing of the Society's Newsletters, Programmes and other relevant information; and/or e-mailing these to those members, who have asked to be contacted by this method.

How is the Boiler Test data we hold processed ; By keeping a list of steam locomotives, traction engines and boilers owned by society members and copies of test certificates for same, together with the expiry dates of said hydraulic and steam certificates.

With whom is the personal data we hold about you shared : We do not share your personal data with, or sell it to, any third party (unless required by law). We do not publish a list of members and their contact details to the membership or public. Only Society Directors have access to a list of members.

With whom is the boiler test data we hold shared : Only Society Directors have access to boiler test certificate copies, however, a list of boilers and locomotives with the expiry dates of their certificates is posted on the Society notice board and in the Society's Newsletters for the benefit of members affected. Other than the name of the owner no other personal information is displayed on this latter list. As required by the Boiler Testing regulations, copies of test certificates are sent to the Southern Federation of Model Engineering Societies

What are your rights related to the information we hold about you : You can ask the current Data Controller for a copy of all the personal information that is held about you. You can ask that some, or all, of this information is deleted from the data-base, however, by doing so you may compromise your membership of the Society as we would not be able to correctly administer your membership if key information was deleted, and we may be then in breach of the Companies Act 2006.

Eur.Ing. Andrew Houston, BSc, CEng, FIET

WDMES Data Controller

Welling and District Model Engineering Society
"Promoting education and re-creation for recreation in South-East London"
Meeting at Falconwood:- Sun. 9am to Noon; Tues 10am onwards, Wed. 12am-3pm; Thurs. 7-10pm

<http://www.wdmes.co.uk>

wellingmes@gmail.com

The Society is a Private Company, Limited by Guarantee, Registered in England and Wales.

Reg. No ; 11976555

Registered Company Address : 27 Old Gloucester Street, London, WC1N 3AX.