

PRIVACY POLICY DOCUMENT FOR MEMBERS OF FATN TALKING NEWS

Your Personal Data and FATN

Anyone involved with FATN, either as a volunteer or a listener, is referred to in this document as a **Member** of FATN.

Your confidentiality is protected by the Data Protection Act and, from 25th May 2018, the General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679) and the Privacy and Electronic Communications Regulations 2016 (PECR). Personal information supplied by you to FATN will be kept on file. These personal details will be stored securely and deleted/destroyed when they are no longer relevant. A reduced record of names and addresses will be kept for historical purposes (eg John Smith (Reader), Farnham, 1970-2010). Names will, again for historical purposes, remain in past Newsletters and minutes of General Meetings and committee meetings.

1 Data Collection: When you fill in the Membership Application form, you are asked to provide FATN with some Personal Data and your preferred means of communication, eg: post and/or telephone and/or e-mail.

2 Personal Data: The personal data asked for are: *title, name, address, post code, telephone number and e-mail address* – the latter is optional for listeners. This information is required in order to fulfill your membership and will be used to send you either by post or electronically via e-mail: FATN recordings, volunteer rosters, Newsletters, notice of general meetings and news of general interest to the visually impaired

3 Communication: FATN will only communicate with you in way(s) you have consented to and you can opt out of receiving any/all of our communications at any time,

4 Accessibility: FATN will only allow your personal data to be used by Members working on FATN's behalf and will only share the data if required to do so by law. FATN will not share your information with other companies, organisations or charities for marketing purposes.

In addition, you have the right of access to a copy of the information FATN holds about you, obtainable, subject to proof of identity, from:

The Secretary, FATN Talking News, 103-117 The Chantry, Farnham, Surrey, GU9 7AQ
Tel: 01252 – 719266 e-mail: secretary@fatntalkingnews.org.uk

5 Website: The FATN website does not use Cookies. When you visit our website, FATN collects certain information that does not identify you personally, but provides FATN with "usage data" such as the number of visitors to the site. These data help FATN to analyse and improve the usefulness of the information provided on the website.