

Privacy Statement

GDPR stands for General Data Protection Regulation and replaces the previous UK Data Protection Act 1998. It was approved by the EU Parliament in 2016 and it came into effect on 25th May 2018.

GDPR states that personal data should be 'processed fairly & lawfully' and collected for specified, explicit and legitimate purposes' and that individuals data is not processed without their knowledge and are only processed with their 'explicit' consent. CANadda is committed to protecting the rights and freedoms of individuals with respect to the processing of personal data.

The data that you provide to CANadda via email, Facebook, Twitter or face to face will remain completely confidential and will not be passed on to any third parties unless obliged by law. Any personal information you give us will always be processed in accordance with the GDPR.

CANadda is committed to ensuring that we store, maintain and use information held on volunteers, members, external organisations and voluntary opportunities in compliance with the GDPR.

CANadda holds and processes data relating to volunteers and members in order to undertake the organisation and administration of volunteer and member opportunities. We may hold the following information under the terms of the CANadda's policy and GDPR.

- Personal information
- Photographs
- References

Rights of individuals

- The right to be informed
- The right of access
- The right to rectification
- The right to erasure
- The right to restrict processing
- The right to data portability
- The right to object
- The rights in relation to automated decision making and profiling

You do have the right to withdraw consent anytime from us for any personal data we may hold on you. You have the right to ask for a copy of the information we hold about you and have any inaccuracies in your personal details corrected.

You can also request that we remove your records from our database or provide you with a copy of the information we hold about you. You can also ask us to stop using your data for a specific purpose.

The right of access and seeing your data at any point an individual can make a request relating to the data and CANadda will have a month to respond.

Any personal information that you give CANadda will always remain completely confidential and will not be passed on to any third parties. We will only keep relevant data as long as it is necessary and information, data or records will be shredded afterwards.

Newsletter – We use data to network information around to our members and anyone else that may be interested. We use our own information but sometimes we do collect information via the individuals themselves via email, telephone or face to face and other third parties.

Your name and email is stored on Mail Chimp which is GDPR and you have the right to unsubscribe if you don't want to receive any more newsletters.

Email – We collect emails to contact our members and for our newsletters. Your email may be stored on Microsoft Outlook 2010. We do not share any emails with third parties. We will only use your details to email you news about CANadda or to pass on any information that we feel may be of interest to you.

Photo or Video Clips – We use photos to show case individuals enjoyment, fun and success. We only collect this information via the individuals themselves either by them giving us permission by signing consent or emailing us. The photos are stored on our web site and sometimes social media like Facebook and Twitter. The photos can be seen by anyone that looks.

If you see any photos on our web site or any other of our social media that you don't want display you have the right to ask CANadda to remove them.

ID Alert Cards and Wristband – We use information to identify individuals in case we are contacted by emergency services. We collect the necessary information from the application form and since May 2018 this is then sent back to the applicant to keep safely as they may need to resubmit if they lose their card or wristband.

The information is stored on a secure database and doesn't get shared with any third parties unless required by law. We will not use your personal data for any other purpose without your consent.

We will only use your personal information / data to provide you with the services products or information you have requested. If there is any change of personal details you are responsible to inform and contact us to let us know about any changes.

Coffee Morning – We collect names and signatures at our coffee morning for the purpose in case there is a fire. Information is collected at the time when individuals attend. The information isn't shared with anyone else apart from the individuals at the time.

Payment details – We collect information with regards to debit and credit payments. They may be a cheque, BACS payment or cash. We collect information by hand, via the post or email.

The Data Protection Principles

Personal data must be:

- Processed lawfully fairly and in a transparent manner
- Collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those original purposes
- Adequate, relevant and limited to what is necessary
- Accurate and kept up to date
- Kept in a form which permits identification or data subjects for no longer than is necessary
- Processed in a manner that ensures appropriate security of the data