

# Camelot Area u3a Policy Statement

## General Data Protection Regulation Matters

*(GDPR)*

We hold **ONLY** the following personal data for each member: name, address, email address(es) and telephone number(s); also, in the case of any member aged 90 + years who is entitled to apply for an Honorary membership, a note that such member has attained that age.

1. We shall use members' personal data to contact them about u3a activities of a local, regional or national nature.
2. By paying the due subscription and joining Camelot u3a members consent to our holding and using the above personal data.
3. We do not hold any sensitive personal data, such as details of race, ethnicity, religion or other personal characteristics.
4. Members' personal data is held electronically on Beacon via a password-protected master database, access to which is only available to specific members (currently the Camelot Area u3a Beacon Administrator, Hon Treasurer, Hon Secretary, Membership Secretary). See also item 6 below
5. We do not give personal data to or receive personal data from any third party outside the u3a.
6. u3a personnel (such as committee members, group leaders or group co-ordinators) may have limited access to an individual member's personal data only for u3a purposes, when required.
7. We do not use personal data for marketing purposes, other than to distribute Camelot Area u3a newsletters to members.
8. We will retain personal data for as long as individuals remain members and for no longer than six months after an individual's membership ceases.
9. Members should notify the Membership Secretary of any change to their personal data.

Personal data is held in accordance with individuals' rights conferred by the  
General Data Protection Regulation, effective from 25 May 2018.