

Newport Astronomy Club Privacy Notice

Introduction

The following privacy information is being provided to you as required by the General Data Protection Regulation (GDPR): Newport Astronomy Club processes personal information to administer and conduct club related activities. This document is intended to inform you of how any personal information you give the club will be used, by whom and for what purpose, and to advise you of your rights to -

- See what personal information is being stored,
- Be removed from the list,
- Have your history deleted,
- Change your details.

Contact Details

If you require any information regarding Data Protection and how your data is processed by Newport Astronomy Club, please contact Derek Dempsey at -

Telephone: 087-6264145 or 098-42942
E-mail: dempsey.derek@gmail.com
Post: Newport Astronomy Club, c/o Newport Tourist Office, Carey Walsh Building, Georges Street, Newport, Co. Mayo.

What information is held by Newport Astronomy Club?

The information held by the club is:

- Your name, e-mail address and telephone numbers,
- Your location (town and county) but not your full address,
- Your attendance at club events in the club Attendance Book,
- Annual membership subscriptions that you have paid, in the club's accounts.

Who is the Data Controller for your data?

Newport Astronomy Club are Controllers of your personal data and can be contacted as shown above.

What is the purpose of processing your personal data?

Newport Astronomy Club processes personal information to administer and conduct club related activities. This includes notifying you about upcoming events and activities, sending you the monthly newsletter and keeping the club's accounts.

If you consent to this, will anyone else receive a copy of your personal data?

Your personal data can only be accessed by the Newport Astronomy Club committee. Your data will never be given to a third party.

Where is your data stored?

Your data is stored on a secure password-protected network drive and is backed up on the club's web space, hosted by Blacknight Solutions. Blacknight is certified to ISO 27001, the strictest international standard available in information security management.

How long will your personal data be stored for?

Your personal data held by Newport Astronomy Club is subject to legislation. The General Data Protection Regulation states that personal data must be kept “*no longer than is necessary for the purposes for which the personal data are processed*”. Your personal data will be deleted immediately upon request or if you decide not to renew your membership. All other records will be reviewed every three years with a new consent required to remain on the club's mailing list.

How can you obtain a copy of the Personal Data held by Newport Astronomy Club?

You have the right to request a copy of all of your personal data and can do so by contacting Newport Astronomy Club at: dempsey.derek@gmail.com
This information will be provided to you within one month.

What are your privacy rights relating to my personal data?

In accordance with GDPR you have the right to have your personal data updated, rectified, or deleted if you so wish.

You have the right to object to your personal data being processed and to withdraw your consent to processing -

You can do so by contacting Newport Astronomy Club.

Where can you get further information?

Further information regarding your rights can be obtained through the Office of the Data Protection Commissioner, Canal House, Station Road, Portarlinton, Co. Laois, or on the website www.dataprotection.ie

How do you make a complaint or report a breach?

Should you wish to make a complaint or report a breach under in relation to your personal data, you can do so by emailing the Office of the Data

Protection Commissioner at info@dataprotection.ie