



## Friends of Romsey Signal Box

### DATA PROTECTION NOTIFICATION AND POLICY

#### Background

Until recently, data protection law was covered by the Data Protection Act 1998 (DPA1998). However, a new EU data protection law called The General Data Protection Regulation (GDPR) has applied from 25 May 2018. This new law was deemed necessary to encompass changes to technology over the last 20 years and to harmonise data protection law across Europe.

This notification is to provide you with information on how we use your data and what rights GDPR gives you in respect of your personal data. Friends of Romsey Signal Box has registered with the Information Commissioners Office.

#### How Friends of Romsey Signal Box (FORSB) uses information about you

From May 2018 we have been required to comply with the General Data Protection Regulations (GDPR).

Your information (Name, membership number, Address, telephone numbers and e-mail ONLY) are kept solely for FORSB communication and membership purposes.

CCTV images within the signal box site boundary are kept for around a month on a stand alone computer hard drive for security purposes. There is no access to this hard drive from the internet.

#### Who the information may be shared with

Information is not shared with any other organisations except where required by law or for tax purposes.

Any requests by third parties for contact details of members will be forwarded to that member to reply if they so wish.

#### Retention of Data

GDPR regulations state that personal data should be relevant and limited to the purpose it was originally collected for. Personal data should be kept secure. Any records should only be retained for as long as is necessary and then disposed of securely.

No data is processed overseas.

#### Your rights

You have a number of rights under GDPR. These include -

That Your information will be kept securely and will not be shared with third party organisations.

Members can request to see the information we keep on them at any time.

Request the removal of personal data when there is no compelling reason for its continued use.

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Author: Neil Kearns (FORSB Data Controller)