

Aerobatic Display Teams Special Interest Group of IPMS(UK) GDPR Data Privacy Policy

*(Also referenced as the Aerobatic Display Teams SIG, ADTSIG and
The International Plastic Modellers Society (UK))*

This document explains what the Aerobatic Display Teams SIG of IPMS(UK) does with the personal data that it holds for its members.

Personal data relates to a living individual who can be identified from that data. The processing of personal data is governed by the General Data Protection Regulation 2016/679 (the "GDPR").

Under the terms of the GDPR, the ADTSIG Leader is a 'Data Controller', which means that the SIG Leader decides how your personal data is processed and for what purposes. We comply with our obligations under the GDPR by storing and destroying personal data securely - however, it remains the responsibility of ADTSIG members to inform the ADTSIG Leader of any changes to their personal data, in order for the ADTSIG Records to be kept up to date. We also ensure that appropriate measures are in place to protect the data from loss, misuse, unauthorised access or disclosure.

The personal data that we collect and hold includes :

- Name
- Address
- Telephone Number (*optional*)
- Email Address
- IPMS Membership Number (*where applicable*)
- Other miscellaneous "volunteered" information supplied by the member (eg, particular interests, background information, etc.) (*optional*)

This personal data is held for the sole purpose of maintaining the ADTSIG's membership and annual subscription payment records, plus distribution of information and items to members, when necessary.

Member's names, addresses and email addresses (but not telephone numbers) are made available to all other members of the ADTSIG, in the interest of promoting contact between our members and enhancing the "Community" within the SIG membership.

All personal details held by the ADTSIG shall be made available to the Executive Committee of IPMS(UK) upon request, but they will never be disclosed to any other Third Parties for any reason, other than a valid, Legal request.

Personal data is kept no longer than necessary : If a member informs the ADTSIG Leader that they no longer wish to be a member of the ADTSIG, their information will be removed from the official ADTSIG records immediately, or at the end of the "membership year" (currently, November). However, as it is commonplace for members to genuinely forget to renew their annual membership to the ADTSIG, their records may be maintained for up to 2 years - a "grace period", for them to renew later.

Members have the right to request a copy of their personal information held by the ADTSIG - although in reality, with the exception of telephone numbers, these details are *already* available to *all* members of the ADTSIG. However, for that data to be kept accurate/up to date, it remains the responsibility of each member to inform the SIG Leader whenever anything is incorrect and so request changes to it.

Any disputes or complaints concerning your personal data held should be brought to the ADTSIG Leader initially. In the event of no satisfactory resolution, members have the right to contact the Information Commissioners Office.

Should the ADTSIG wish to use your personal data for any new purpose not covered by this Data Privacy Policy, then we will issue an amended Policy. The new Policy will be issued prior to commencing the processing and will set out the relevant purposes and processing conditions. If necessary, we will seek your prior consent to the new processing.

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