Holt Copse Conservation Volunteers

Personal Data Privacy Policy

We, HCCV, will comply fully with the principles of the EU General Data Protection Regulation (GDPR), specifically:

1. We hold your personal information for the sole purpose of supporting your volunteering.
2. We will ask for only that information that we need to deliver this support to you.
3. We will share this information only with those volunteers who are directly involved with the operation of the group.
4. We will do our best to ensure that this information is accurate. We ask that you help us in this respect by notifying us as soon as possible of any relevant changes in your health and your contact details.
5. You have a right to request a copy of any and all information that we hold about you at any time. We will respond to any such requests within one month.
6. You have a right to withdraw your consent for us to hold your personal information at any time.
7. We will keep your information for no longer than necessary. When you cease to be a volunteer your paper and digital records will be destroyed / deleted immediately if you wish. If you think there is a chance that you will return to volunteering we will contact you after an agreed period to ascertain your wishes.
8. If we do not hear from you in 12 months we will assume that you longer wish to volunteer and we will destroy/delete your records.
9. We will not use your contact information to contact you about anything other than what you have given signed consent for.
10. We will not share your personal information with third parties, unless the law requires it and/or if we have serious concerns for your health, safety and/or well-being. We will only disclose then to appropriate and legitimate authorities, and only on a need-to-know basis.