



*Arun & Chichester (Air) Enthusiasts Society*

# AirACES

[www.airaces.org.uk](http://www.airaces.org.uk)



## Our Privacy Notice

(june2018)

*This notice explains how the AirACES club (the data controller) processes the personal data it holds about you both fairly and lawfully.*

### Data Protection Officer (DPO)

**Under Article 37 and WP 29 of the GDPR** we are not required to appoint a DPO as (i) we are not a public authority; (ii) our data processing is small scale; (iii) it does not involve sensitive data. However, you may contact any of the AirACES club officials for enquiries regarding the personal data we hold about you.

### What information do we collect?

We collect personal information from you such as:- Name, Address, Postcode, Landline N<sup>o</sup>, Mobile N<sup>o</sup>, Email.

We generate information such as:- year joined, membership year, if you wish receive email notifications, if you wish to partake in one of our events, if you have paid for said event.

### How do we store your data ?

It will be stored securely within the EU in electronic format on password protected data retrieval systems and also in physical format by means of individual record cards which can be used at meetings to verify your membership details.

### What do we do with the information?

We use the information to provide and inform you of our services. Primarily services like talks and events like trips to museums, or visits to airfields.

### What legal basis do we process the information?

We will only process data for the purposes for which it was collected – so we will NOT give or sell it to other organizations for marketing purposes.

The majority of processing is based on your consent when you join or renew your membership to receive our monthly communications.

We also process on the basis of legitimate interests to fulfill our services to you such as when you have signed up to us providing coach trips and entry to museums and airfields etc.

### Who do you share my information with?

We may process by way of sharing your information with organizations providing services to us like airfields, museums, and coach hire companies where they have a legitimate need to know the details of the people attending the event. If this need arises you will be told of it at the time you book for the event.

### How do I control my personal information?

You have the rights to:- correct your information by providing us with the correct information and asking us to update our records. You can ask us to provide you with a copy of the information we hold about you. You can restrict us processing your data (where consent is the basis of processing). You can ask us to include / exclude you from our marketing about our talks - this latter request you can best do from the links on our webpage.