

GDPR GUIDE FOR MEMBERS

On May 25th 2018 the EU's new GDPR (General Data Protection Regulation) came into effect. We've put together information on this page that provides additional information for you on what exactly GDPR is, how the Guilds applications will comply with these new regulations as well as useful resources for you to review to better understand GDPR.

SO WHAT EXACTLY IS GDPR?

GDPR is a new set of regulations being implemented across the European Union to standardise data privacy regulation.

It will apply to all organisations that handle data from EU citizens, including organisations based outside of the EU.

WHAT ARE SOME OF THE THINGS COVERED BY GDPR?

GDPR outlines the responsibilities for both Data Controllers (those collecting personal data, for example your membership information) and Data Processors (those processing this information, for example when processing your renewal or joining the Guild).

It aims to ensure that data is:

- handled in a lawful, clear and transparent way
- collected and processed for legitimate purposes
- accurate and up to date
- processed in a manner that is secure, preventing unauthorised access.

HOW IS THE GUILD GDPR COMPLIANT?

We have always taken the management of our members' data seriously and we're implementing additional safeguards across our Committees', Web and Services we carry out for members.

GDPR requirements that we have already include:

- Right of access – Subject Access Requests (SAR) allow any member to enquire and see the data that the Guild holds on them.
- Right of Erasure - under GDPR individuals have the right to have their data deleted from any system under which it is managed. However such requests are under the legislation allowed to be refused if the data kept is to conform to a legal requirement for it to be maintained.
- Data security – The Guild has strict controls related to data protection and security, preventing unauthorised access.

Some additional changes we are making include:

- Clear and Explicit opt-ins when you join or renew your membership
- Clear and explicit opt-ins if you wish to receive Guild or third-party email communications

- GDPR training for all Guild volunteers' who handle and use the data in their roles or office.
- Updating our Privacy Policies to ensure how we handle data is clearly outlined in compliance with the new regulations through our GDPR Policy document.

USEFUL RESOURCES ON UNDERSTANDING GDPR AND YOUR OBLIGATIONS WHEN HANDLING THE DATA OF MEMBERS

- The Information Commissioner's Office Guide to the GDPR
- Citizens Information GDPR Overview
- EU GDPR Home Page
- Gauge 0 Guild GDPR Policy (available through the Guild Secretary)