

## **Friends of Ludlow Museum Policy Statement**

### **Data Protection**

A new data protection law came into force in May 2018. As part of this, The Friends of Ludlow Museum are required to explain to our members what personal data we hold, what we do with it, and their rights to access or change that data.

The Friends of Ludlow Museum store and use personal data given to us by members as part of their joining or membership renewal. This personal data includes names and contact details, along with records of membership payments or other donations to the Friends.

The Friends of Ludlow Museum do not share this data with any other organisations. Personal data is held securely and is only available to the Society's Trustees.

Write to the Treasurer if you wish to unsubscribe and remove your email address from the email list.

Members of the Friends of Ludlow Museum have the right to see what data the Friends hold on them, and for any of that data to be corrected, or for historic data no longer required by law to be removed. All requests of this type should be sent to the Treasurer who acts as the Data Controller for the Friends.

Tony Mahalski

Data Controller and Treasurer

Friends of Ludlow Museum

16<sup>th</sup> April 2018