

# Updated Privacy Policy

## General Data Protection Regulation (GDPR)

Llais y Goedwig gather and process your personal information in accordance with this privacy notice and in compliance with the relevant data protection Regulation and laws. This notice provides you with the necessary information regarding your rights and our obligations, and explains how, why and when we process your personal data. By registering with us, you acknowledge and agree to our Privacy Policy.

The General Data Protection Regulations defines “personal data” as any information relating to an identified or identifiable natural person (a data subject); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier, or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural, or social identity of that natural person.

This Policy sets out the procedures that are to be followed when dealing with personal data. The procedures and principles set out herein must always be followed by the organisation, its employees, agents, contractors, or other parties working on behalf of the organisation.

### Information Collection

Previously you have supplied us with your contact details in order to subscribe to our mailing list or to upload promotional information regarding your events. The information you have supplied is:

- Name
- Woodland Group (if applicable)
- Telephone Number
- Email Address
- Details of activities and events, Group details promoted on the Members Map

We do not collect any personal information on visitors to our website who do not subscribe to the newsletter/ mailing list.

Llais y Goedwig does not collect any non-business-related data such as date of birth, or government identification number, and does not collect sensitive personal data from visitors to our website or subscribers to our lists.

## **Purpose and Use**

Llais y Goedwig process your information for direct mailing purposes, in the legitimate interest of itself and its clients. Visitors to our website may use the information within the Members Map to contact individuals on their contact details, where these are published and on the Facebook Page (eg. for promotional listings for events) to contact the individual regarding their event.

## **Time Frame**

Llais y Goedwig endeavours to provide the most accurate information possible. Therefore, we seek to re-verify the accuracy of all the information on an ongoing basis and we check subscription preferences and contact details. We do this by updating any details currently held, via unsubscriptions, bounced emails and non-contacts. Data that is found to be inaccurate or out of date is removed from the database.

Personal data held by the organisation within the office will only be stored securely for a period of six months after receiving express permission to do, thereafter it will be destroyed or deleted from file.

## **Access and Opt-Out Rights**

With respect to the information Llais y Goedwig possesses about you, you have the rights of access, rectification, erasure, and restriction. You also have the right to object to processing. You may exercise any of these rights by either unsubscribing at any time from a mailing list by clicking the link in the footer of any email, or by contacting Llais y Goedwig [info@llaisygoedwig.org.uk](mailto:info@llaisygoedwig.org.uk) . You may request access to the information we have about you. You may also request the correction, amendment, or deletion of any information about you that is inaccurate, and you may also simply opt-out of the database that we have on all Groups and members. Llais y Goedwig will treat requests for access, correction, amendment, or deletion of information in accordance with its internal policies and applicable legal requirements. If you feel that we have not complied with your requests, you have the right to lodge a complaint with the appropriate supervisory authority.

## **Information Security**

Llais y Goedwig maintains suitable safeguards, including reasonable physical, administrative and technical safeguards to protect its database from unauthorised access, disclosure, alteration or destruction.

## **Changes to This Privacy Statement**

Llais y Goedwig reserves the right to change this privacy statement and will publish a

revised privacy policy that reflects such changes as required by law.

### **Questions**

If you have any questions regarding this statement, please review our privacy policy or contact [info@laisygoedwig.org.uk](mailto:info@laisygoedwig.org.uk)