

Data protection and privacy policy for LING (agreed June 2018)

We, the Trustees of Local Initiatives in New Galloway (LING), are complying with the new Data Protection legislation of May 25th, 2018. This 'Privacy Policy' is designed to explain to you how we use your personal information and make only responsible use of your data.

1. We will hold information about you if you are a member of LING or a Friend of New Galloway Town Hall. We will also hold information if you make a donation or agree to gift aid a donation, attend an AGM or if you take part in our Tuesday LING Lunch events. Additionally, we will hold information if you lease rooms from us, send us invoices or pay invoices to us or volunteer with us. Or you may simply ask to be added to our email list. The information held may include name, title, postal address, email address and telephone numbers.
2. This information will be used to contact you with information about LING activities and plans. It may also be used on occasion to invite your views on proposed developments. We will also compile summary (anonymous) information about, for example, attendees at lunches, to indicate to potential funders the numbers and geographical range of participants.
3. We will take reasonable precautions to prevent the loss, misuse or alteration of information you give us. Normally, however, communications will be sent by email, which is not encrypted and is not, therefore fully secure. Any emails sent out to lists will be sent as bcc. We will endeavour to protect against viruses and other risks. We will keep hard copy documents secure and encrypt data-banks. We undertake to notify you in the event of any breach.
4. If you would like us to correct or update any information, or if you would like to stop receiving emails or to have information deleted from our records, please email us at rtdglaister@aol.com.