

Christadelphian Eastern Winter Study

GDPR Privacy Notice

Contact details

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Purpose for processing data

- The Christadelphian Eastern Winter Study is an annual seasonal event held in December organized for fellowship, friendship and Bible study.
- Personal data is collected from individuals and families on paper or online booking forms specifically for the administration of this event, to enable smooth and successful organization.

Lawful basis for processing

- Data collected and stored by the Christadelphian Eastern Winter Study committee (the “controller”) will be processed under the lawful basis of ‘legitimate interests’. The reasons for this are as follows:
 - Processing is necessary for the purpose of the Eastern Winter Study.
 - All attendees reasonably expect us to use their data for the purposes of event administration.
 - Given the purpose of the event, attendees are unlikely to object to the processing of their data.
 - Individuals rights and freedoms are not impacted by this processing

Data retention & sharing

- All data collected on paper booking forms is manually entered onto a booking spreadsheet for each event. These paper copies are then stored in a locked filing cabinet, and retained for no longer than 2 years from the date of receipt.
- All data collected on online booking forms is extracted and transferred to a booking spreadsheet. These online submissions will be retained for no longer than 2 years from the date of submission.
- The booking spreadsheet for each event is password protected on a shared drive, and only accessible by members of the Christadelphian Eastern Winter Study committee. Editing of the data is only available to the bookings secretary (“the processor”). These booking spreadsheets will be retained for no longer than 2 years after the event for which it is created.

Individual rights

- You have the right to receive a copy of the data which we hold about you, without charge, within one month.
- You have the right to correct any errors in the data we hold about you.
- You have the right to have your personal data erased, if there is no legitimate interest or purpose to the data being retained by us.
- You have the right to restrict the way we use your data, or to object to our processing of your data.
- You have the right to lodge a complaint with a supervisory authority, in respect of our processing of your data.

Updated: 16th May 2018