

Northumbrian Cambridge Association: Privacy and Data Protection Policy

As you will know, the law on privacy and data protection changed on May 25, 2018, when the General Data Protection Regulation started to apply.

For your membership of the NCA, you receive (by post, or by email, if you have supplied us with your address) our twice-yearly newsletter, membership subscription reminders, the agenda and accompanying documentation for our annual AGM, and flyers for our events.

The information we hold about you is related specifically to these, is limited to that provided by you, in your membership application form, or on the (ephemeral) booking forms we ask you to submit for the specific events we run throughout the year. This information is transferred on to our computerised records, is held securely, and consists principally of our membership list. This contains your name, address, telephone number, email address, college, subject, years at Cambridge, membership renewal status and method of payment. We use your personal data solely to manage your membership, to inform you of events and to make arrangements for the association's activities.

It is not our policy to share this information with anyone else, other than (occasionally) with the Cambridge University Development and Alumni Relations office (CUDAR) with whom we are affiliated, and with whom we have reciprocal relations. We do not share your information with any third party for commercial or marketing purposes.

We will continue to hold this information securely until you request us not to do so, will change your information only when you instruct us, and will continue to send you notice of events until you ask us not to. If you wish the newsletter electronically, we will continue to invite you to supply us with your email address for this purpose.

If you have any questions, comments or requests relating to this policy, then please address them to our Honorary Secretary, Dr Andrena Telford, Ladywell Cottage, 24 West Road, Ponteland, NE20 9SX; tel: 01661 825437; email: aeandwr.telford@btinternet.com

Our privacy and data protection policy can be seen on the NCA website at northumbrian-cambridge.co.uk, and that of CUDAR at alumni.cam.ac.uk/privacy-policy-and-cookies.

We are legally required to obtain an 'opt in' agreement from every member of the NCA and request that all members return the form indicating your agreement appended below to the Secretary as soon as possible.

I agree to permit NCA to hold my personal data for the purpose of administering my membership of NCA

You may contact me by: Mail/Email/Telephone/SMS (circle all appropriate options)

Signed:

Print name:

Failure to return this form or 'opt in' will not prevent you from receiving the newsletter or news of events arranged by the NCA. However, failure to return this form or 'opt in' may limit some of the services provided by NCA and the Committee regretfully cannot accept responsibility for any missed opportunity resulting from any delay caused by permission being withheld.