

Northumbrian Cambridge Association (NCA): 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. The NCA retrospectively requested members' permission to hold information supplied by you. We now require new memberships and renewals to include explicit permission to hold this information. Such permission will remain in place as long as you are an NCA member, but you may limit how we contact you at any time by using the form below.

For your membership of the NCA, you receive (by post, or by email) 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 NCA 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. If you supply us with your email address, we will use this for communications about NCA events and new website content.

If you have any questions, comments or requests relating to this policy, then please address them to our Honorary Secretary, Em. Prof. Gilbert Cockton, 1 Osborne Gardens, Whitley Bay, NE26 3PG; tel: 0191 253 3079; email: gilbertcockton@gmail.com

Our privacy and data protection policy can be seen on the NCA website at <http://www.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 permit NCA to hold my personal data for the purpose of administering my membership

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

Signed:

Print name:

Failure to return this form or otherwise 'opt in' via email will not prevent us from keeping your details on file and sending communications via email or post **as long as you pay your annual subscriptions**. We will ask for explicit permission to hold information as part of your renewal/commencement of membership. **Regrettably, members who have not paid subscriptions for some years will have to be removed from our database and no further communication will be sent.**