



## Beckenham Photographic Society Data Protection Policy

- Beckenham Photographic Society (BPS) holds personal data information of its members, including contact details (names, addresses, emails and telephone numbers) to allow it to carry out its legitimate interests as a photographic society. The data is necessary to ensure members are informed of events and other BPS matters to allow them to participate in the Society. In addition, BPS holds details of competition and exhibition entries along with electronic versions of the images concerned.
- Members will provide contact details and other relevant information when joining BPS and at other times, if requested. BPS will make all reasonable efforts to keep personal data up to date, but members are responsible for notifying BPS of any change to contact information.
- Data is held securely and is directly available only to BPS's Officials and Committee Members. All-society emails are sent to members from a central email address using a 'blind copy' distribution list, except where members specifically agree otherwise.
- Data is not passed to third parties, with the exception of information about entries to inter-club and other relevant external photographic events or similar activities. Members shall permit this in agreeing that their images are submitted by BPS and give consent for results to be available on the Society's website (and others as appropriate).
- The Society will advise members by email of appropriate photographic events and other relevant activities, but no external marketing material will be passed on to members in this way. Members who wish to contact organisers of external events should make those contacts personally.
- The Society's Officials and Committee will review this policy on a regular basis, monitoring and documenting compliance with it as required under the General Data Protection Regulation.

### Your rights

You are entitled to request access to your personal data that BPS holds. You can ask for any incorrect data to be amended and, in certain circumstances, to have data erased although this may hinder BPS sharing information with you. Any requests should be made in writing to BPS's Secretary at [secretary@beckenhamphotosoc.org.uk](mailto:secretary@beckenhamphotosoc.org.uk).