**General Data Protection Regulation 25th May 2018**

In carrying out our day to day activities we process and store personal information relating to our supporters and those we make donations to, and we are therefore required to adhere to the requirements of the new EU General Data Protection Regulation (also known as GDPR) from 25th May 2018. We take our responsibilities under this act very seriously and we ensure the personal information we obtain is held, used, transferred and otherwise processed in accordance with that Act and all other applicable data protection laws and regulations including, but not limited to, the Privacy and Electronic Communication Regulations.

## Information sharing and disclosure

We will not sell, swap, share or disclose your information with any third party.

We may disclose your personal information to third parties if we are required to do so through a legal obligation (for example to the police or a government body); to enable us to enforce or apply our terms and conditions or rights under an agreement; or to protect us, for example, in the case of suspected fraud or defamation.

We do not share your information for any other purposes.

## Storing your information

The information we store and process stays within the UK, and will be stored in paper or digital format or both. Digital information stored on portable devises will be encrypted for protection and security.

We will keep your information for as long as required to enable us to operate our services, but we will not keep your information for any longer than is necessary. We will take into consideration our legal obligations and tax and accounting rules when determining how long we should retain your information. When we no longer need to retain your information we will ensure it is securely disposed of, at the appropriate time.

**Your rights**

You have the right to:

* Request a copy of the information we hold about you;
* Update or amend the information we hold about you if it is wrong;
* Change your communication preferences at any time;
* Ask us to remove your personal information from our records;
* Raise a concern or complaint about the way in which your information is being used.

If you wish to find out more about these rights, or obtain a copy of the information we hold about you, please contact us.