



MOLE VALLEY GEOLOGICAL SOCIETY

www.mvgs.org.uk

PRIVACY POLICY

1. An individual's confidentiality is protected by the Data Protection Act 1998, and from May 2018 the General Data Protection Regulation (GDPR).
2. Personal details (name, address, phone number and email address) supplied by members on their application form to join the MVGS are stored on computer by the Membership Secretary. Application forms and lists of past members are kept for historical purposes. The MVGS is not able to see bank details of those members who pay subscriptions by bank transfer at any stage of the transaction. Only the member's name appears on the bank statement alongside the amount credited.
3. The MVGS uses a member's personal data to distribute:
 - Information about forthcoming meetings and field trips
 - Newsletters
 - AGM documents and Annual Reports
 - Subscription information
 - Other items of geological interest
4. The MVGS only uses personal data for the purposes listed above and will not share data with any other company, group or society.
5. Group emails are sent as blind copies so that email addresses are not made available to other members.
6. The MVGS requires members to give their written agreement, on a consent form, to receive communications from the Society through the post or by email, telephone or text.
7. With the exception of notices for the AGM, members can withdraw their permission to receive information in any format at any time.
8. Email addresses given to the MVGS by visitors are stored on the Membership Secretary's computer and used solely to send information about forthcoming meetings. They are also subject to this Privacy Policy.