

PRIVACY POLICY OF GIBSIDE COMMUNITY FARM

INTRODUCTION

GCF is Gibside Community Farm which is a community interest company registered under number 08787415

The Data Protection Act 2018 gives effect in UK law to the General Data Protection Regulations and these regulations apply to GCF. This is because GCF processes information about its members, and customers, partners, stakeholders and other contacts.

The purpose of this Policy is to explain how GCF uses the Data that you provide to us or that we collect from you when you use the website of GCF.

This Policy is to be read alongside the Data Protection Policy of Gibside Community Farm.

Responsibility for the implementation of this Policy lies with the directors of GCF.

DEFINITIONS

Data is any information relating to a person that can be used directly or indirectly to identify that person. It can be anything from a name, a photograph, an email address, bank details, posts on social media networking sites or a computer IP address.

Member is a member of GCF.

WHAT DATA DOES GCF COLLECT

GCF collects the following data

- Personal identification information being your name, address, telephone and mobile numbers and email address.
- Where relevant bank or other financial details in order to process payments
- Details of any memberships of other organisations, relevant to the activities or objectives of GCF.
- Any other information which you might give GCF from time to time.

HOW DO WE COLLECT DATA

GCF collects data from you when you

- become a Member.
- place an order with GCF.
- use or view the GCF website.
- book an event with GCF.
- otherwise are in contact with GCF.
- join an internal social network through the use of WhatsApp or other social media platforms

In addition to the above GCF may also receive your data indirectly from other sources such as for example,

- referrals from Members
- referrals from third parties

HOW GCF WILL USE YOUR DATA

GCF collects your data so that it can

- Process any orders you submit and manage your account with GCF.
- Manage your membership with GCF.
- Email or otherwise contact you with information about your order.
- Contact you with details about the activities, progress, events and products of GCF
- Send you a regular update by way of a newsletter on the activities of GCF

When GCF processes any order from you it may send your data to, and use any resulting information from, credit reference agencies to prevent fraudulent transactions.

HOW DOES GCF STORE YOUR DATA

GCF is committed to ensuring your data is kept secure and confidential and has put in place physical and electronic procedures to secure and safeguard that information.

GCF will take all steps reasonably necessary to ensure your data is treated securely and in accordance with this Policy.

The transmission of information via the internet is never completely secure. GCF cannot guarantee the security of any data you submit via or to the GCF website which is at your own risk.

MARKETING

GCF would like to send to you information about its products, services and activities and those of partner organisations or contacts.

You have the right to to ask GCF not to send you such information by contacting us.

YOUR RIGHTS

GCF want you to be aware of your rights

- The right to access. You have the right request from GCF copies of your data. GCF may charge a small fee for doing so.
- The right to rectification. You have the right to request GCF to correct any information you believe is incorrect or to complete any information which is incomplete.
- The right to erasure. You have the right to request that GCF erases your data under certain conditions.
- The right to restrict processing. You have the right to request that GCF restricts the processing of your data under certain circumstances.
- The right to data portability. You have the right to request GCF transfers the data it holds to another organisation or directly to you under certain conditions.

If you want to make a request please contact :

Paul Gertig who is a director of GCF by sending an email to the following email address : gibsidecommunityfarm@gmail.com

PRIVACY POLICIES OF OTHER WEBSITES

The GCF website contains links to other websites. This privacy policy only applies to the use of the GCF website and not those other websites. If you click on another website you should read the privacy policy for it.

CONTACT GCF

If you have any questions about this policy, the data GCF holds or want to exercise your rights then please contact us by sending an email to Adrian Stanley at gibsidecommunityfarm@gmail.com

Alternatively, you may want to contact the Information Commissioners Office whose website is <https://ico.org.uk>

Date of Policy : March 2021.

Review of Policy : March 2024