



**Established 1909**

## **LYDNEY GOLF CLUB GDPR POLICY**

### **(General Data Protection Policy)**

This policy covers all Members, Debenture holders, and Employees.

Lydney Golf Club shall record on a secure password protected Computer located at the Club office the following information where applicable.

- 1 Forename.
- 2 Surname.
- 3 Date of Birth.
- 5 Address.
- 6 Phone numbers, contact details.
- 7 Email address.
- 8 Bank details (where applicable) method of payment.

Items 1 to 7 shall be available to Club members through the handicap Secretary or the Club Captain, this information will not be passed to any outside agency or business partners.

Item 8 shall be available only to the Club Secretary and Club Treasurer and shall be password protected with access available only to the two official's, to enable the Club to manage the accounts. This information is not available to any third party.

All the above information shall be held by the Club for a period of Three years after any Member, Debenture holder or Employee ceases to be connected to the Club.

Any Member, Debenture holder or Employee has the right to see and amend or change the information held by the Club by making a request to the Club Secretary.

By becoming a Member of Lydney Golf Club, Employee or debenture Holder, you agree to the above policy.

The compliance officer for Lydney Golf Club shall be Mr G Stanley, contact details available from the Club Secretary.

Jon Mills Hon Sec.  
Lydney Golf Club.

A Copy of this Policy can be found on the Club web site in the members section