

Privacy Notice – ARCAID

Donors & Supporters



Arcaid is a small independent charity which provides support for small aid projects around the world. It is mainly funded by regular donations from parishioners of St Joan of Arc RC Church in Farnham, Surrey. ARCAID is committed to protecting the privacy of all its donors and supporters. This notice reflects the requirements of the General Data Protection Regulations (GDPR) which come into effect in May 2018, to alert you to Arcaid's data processing practices and how we handle your data.

How do we collect information?

We will collect personal information (data) about you when you enquire about our activities or make a donation (one-off or recurrent).

What information do we collect?

The types of information we might collect include names, addresses, e-mail addresses, financial details for donations and Gift Aid declarations. This information is held securely by the two trustees (Secretary and Treasurer) who may need to use the information.

How do we use the information?

We will use your personal information to provide you with any information you have requested, for administration purposes, to further our charitable aims and to comply with the law. We may, exceptionally, send you important items by mail where we believe you would expect to receive such communications from us. You may hear this referred to as "legitimate interest" and it is the legal basis that we use for some data processing.

We will use the method you tell us you prefer (e-mail or post) to invite you to Arcaid's AGM, where subscribers can hear about the work supported during the year and raise any questions with the Board of Trustees. We will not share your information with any other third-party organisations for the purposes of marketing.

How do we protect personal information?

We take appropriate measures to ensure that the information disclosed to us is kept secure, accurate and up-to-date, and kept only for so long as is necessary for the purpose for which it is intended. Where your data is no longer required, or when you ask us to do so, we will ensure that it is disposed of securely.

Your consent

By providing us with your personal data, you consent to the collection and use of that information in accordance with the arrangements described in this privacy notice.

Your rights

You have the right to ask for a copy of the information we hold about you, to have any inaccuracies corrected or ask us to delete your details. If you request us to stop sending information, we will keep a record of your contact details and appropriate information to enable us to comply with your request not to be contacted by us.

Changes

You can ask us to stop or start sending information to you or amend you details or your preferred means of contact at any time. Contact the ARCAID Secretary, Fiona Dick, by email at jandfdick@btinternet.com

Amendments

We reserve the right to amend this privacy statement at any time. If we do, we will post notice of the change on our web page, <http://stjoanofarcfarnham.co.uk/arcaid.html>, and notice board, with the opportunity to withdraw consent.