

# Moidart Local History Group

## Comann Eachdraidh Mùideart

### **Statement to Comply with General Data Protection Regulation (GDPR) 2018**

In view of changes in data protection issues, namely the introduction of General Data Protection Regulations (GDPR) on 25<sup>th</sup> May 2018 to succeed the previous Data Protection Act, Moidart History Group (MHG) - also known in Gaelic as Comann Eachdraidh Mùideart - undertook a review of its personal data handling processes in March 2018.

MHG is a non-profit community - based historical research group.

The main aims of MHG are:

- to further the study of local history in the Moidart area of the Scottish north-west Highlands (including areas around Moidart)
- to promote that interest to a wider audience

In pursuit of those aims, MHG has an active membership policy, with its members both initially joining the organisation at a point in time by paying a membership subscription, and then maintaining that membership through the ongoing payment of subscriptions. Our membership is primarily Scottish but we have members all over the world, particularly in Canada and Australia.

The Data Controller and Data Protection Officer under the GDPR 2018 regulations is the MHG Secretary.

In order to identify its membership and to then communicate with it on a periodic basis in pursuit of its aims, MHG seeks the following information on initial membership application; nothing further is recorded:

- Name, of the prospective member
- Email address

This initial membership application is usually sent to the MHG Secretary in digital form, and stored in a digital format on the Secretary's personal computer. If an application is received in writing, the details are transferred to digital format then stored on the Secretary's personal computer.

Details of the personal details of all members are transferred to a spreadsheet file on the Secretary's computer.

The “lawful basis” for obtaining and storing personal information on members, according to the GDPR 2018, is **consent**. The form of words on the initial application form, and on our website, is:

***Data Protection***

*By joining the Moidart History Group - Comann Eachdraidh Mùideart - you consent to the storage of your name and email address on our database.*

*None of these personal details are available to non-members of MHG nor will they be shared with any other bodies of any kind without explicit permission from the member.*

Ken Bowker  
Secretary  
4<sup>th</sup> April 2018