

TAS Worcester data protection

This is what members receive on their application/renewal form:

- Members' details will be processed fairly and lawfully in order to satisfy the agreement entered with you on becoming a member. This will ensure that you receive the latest news and information about all upcoming events.
- Members' details will be passed to The Arts Society HQ to enable the mailing of the quarterly magazine and other communications, including information about any upcoming national events or items of legitimate interest.
- Members' details may be passed to The Arts Society West Mercia Area or other affiliated societies for the purposes of disseminating relevant information of legitimate interest.
- Your details will be kept safely and securely and you have the ability to opt out of our communications at any time.

To comply with GDPR TAS Worcester needs to show that the holding and use of personal information is Lawful, Fair and Transparent. To do this we need to have:

- Someone responsible for Data Protection – suggest this is the Membership Secretary
- Have agreed processes for who holds information and what we do with it – keeping these simple and workable!
- Have a process for responding to a Subject Access Request

Data Protection and Privacy

At TAS Worcester the Membership Secretary is responsible for ensuring that data protection issues are up to date and that the society is compliant with legislation and the national Arts Society data requirements.

Committee members have access to member data for administration of TAS Worcester. Personal data is shared with The Arts Society HQ and other affiliated societies for disseminating information of legitimate interest.

Making a Subject Access Request:

To make a Subject Access Request please contact TAS Worcester Membership Secretary. The Subject Access Request will provide you with information on the source of the data, what data is held, the reasons it is held, how it is processed and whether it will be shared. We will aim to respond to a Subject Access Request within 30 days.