



## **Crann – Trees for Ireland GDPR Policy**

The new EU regulation – the General Data Protection Regulation or GDPR (effective from 25<sup>th</sup> May 2018) strengthens the rights of individuals and increases the obligations on organisations.

### **What personal information does Crann – Trees for Ireland collect?**

As a membership organisation, collecting a certain amount of personal information is required in order for us to perform our information services such as circulating Crann Magazine, meeting and event notices. We also need to be able to collect annual membership subscriptions and therefore collect and retain personal information such as name, address, contact number and email address. Crann – Trees for Ireland does not hold any personal information other than that which is necessary to perform its membership services.

### **Does Crann – Trees for Ireland share personal information?**

Crann – Trees for Ireland never shares any of this personal information with third parties. We may, at times, circulate our membership with information on upcoming events organised by third parties through Crann Magazine/our website/emails. You may opt out of receiving communications from us by writing to us by post to P.O. Box 860, Celbridge, Co. Kildare or by emailing [info@crann.ie](mailto:info@crann.ie)

### **Is Crann – Trees for Ireland membership information confidential & secure?**

The confidentiality and security of our members' personal information is extremely important to us. Crann – Trees for Ireland take appropriate measures and have procedures in place to protect your data from unauthorised access, use or disclosure.

### **How long does Crann – Trees for Ireland retain personal information?**

Crann – Trees for Ireland retains personal information for the duration of membership and thereafter for legal and tax purposes (current requirement states that we must retain all records relevant to the organisation for six years).

### **What are the GDPR changes for members of Crann – Trees for Ireland?**

In addition to ensuring that organisations are accountable for personal information they record, the GDPR sets out more clearly defined privacy rights, which members can exercise, these include:

- the right to access the personal information an organisation holds on you
- the right to have inaccuracies corrected
- the right to have information erased
- the right to object to direct marketing
- the right to restrict the processing of information
- the right to data portability

**Note:** Crann – Trees for Ireland will only accept and process Access Requests from members made in writing, either by post or email. For further information visit: <http://gdprandyou.ie/>