

Lancashire & Cheshire Entomological Society

Promoting the study of Invertebrates in North West England & North Wales

Founded - 1877

Charities Registration No.: 508729



Lancashire & Cheshire Entomological Society Membership Application Form

I wish to become a member of the Lancashire and Cheshire Entomological Society and receive information relating to Society meetings and other activities.

Membership is currently free but it is possible that a 'one off', annual, or other, subscription may be re-instated, at a later date.

Name

Address

Post Code

Email address

Entomological interests - e.g. taxon groups



Lancashire & Cheshire Entomological Society General Data Protection Regulation Consent Form (GDPR)

The Lancashire & Cheshire Entomological Society (LCES) take your data privacy seriously and has developed a Data Protection Statement in line with the government's General Data Protection Regulation (GDPR).

In order to fully comply with GDPR we need to understand, and keep a record of, your consent on a number of matters.

Please read the LCES Data Protection Statement (PTO) and then complete and sign the form below.

Further guidance can be found at the following website:- <https://www.gov.uk/government/publications/guide-to-the-general-data-protection-regulation>

I Consent to the following (please tick)	Yes	No
LCES holding my personal data as listed in the Data Protection Statement		
LCES contacting me by e-mail		
LCES contacting me by post		

You have the right to amend or withdraw your consent at any time by writing to the Society's Secretary.

Name in full

Signature

Date

Lancashire & Cheshire Entomological Society

Data Protection Statement

Data Protection Statement

All personal information supplied to the Lancashire & Cheshire Entomological Society (LCES) will comply with the requirements of current data protection legislation and will only be used to administer the Society.

General Data Protection Regulation (GDPR)

LCES have examined their processes and procedures to ensure that compliance with the GDPR which came into force on 25th May 2018. GDPR gives individuals more control over their personal data and organisations are required to demonstrate that there is a legitimate legal basis for their holding and processing of personal data.

LCES data and GDPR

LCES holds the following personal data for society members: - membership number, name, title, email addresses and entomological interests. We also hold the membership status, the year of joining and individuals' data protection preferences.

Should a member leave the Society, the reason for leaving will be recorded as 'resigned', 'deceased' or 'struck off'. The names of people leaving the Society will be deleted from the current database, on an annual basis, but a copy of the will be kept by the Society's Secretary, in line with compliance requirements, for a further five years. It will then be archived for historical purposes.

Data retention and processing

Personal information provided by members will be stored off-line in a secure database accessible only to the Society's Treasurer and Secretary, in order to run the Society. A copy will also be provided to the Charities Commission or their auditors as required.

An e-mail contact address list will be maintained in order to inform members about Society events and activities. If you contact the Society, the officer who receives your communication may need to pass it to other officers or trustees via e-mail.

Access and rights

Past and present Members can request to see a copy of the information held about them by the Society and may request that it be amended. They can also object to or restrict the Society processing of personal information.

The Society will continue to provide Membership Services that have already signed up for, or which you have a legitimate right or interest to receive. This will include e-mail or postal communications relating to upcoming events.

Disclosure of personal data to third parties will only occur in the event of an overriding legal requirement. We will not disclose personal data for marketing or promotional purposes, without your express permission.

Members retain the right to withdraw consent at any time by making a written request to the LCES Secretary.

On-line presence

No personal information will be published by the Society online, without prior permission, other than contact details for certain Society officers. This includes websites, and social media applications such as Facebook and Twitter. Members will also be asked to give permission for their image to appear in any photographs taken at Society events.

Original content

The Society will ask for permission to share or publish any original content including photographs, presentations and written papers.