



GDPR: Statement of Personal Data Held on Deps

In compliance with GDPR (General Data Protection Regulation) this document states what personal data are collected from band deps and why. In this document Abingdon Concert Band are referred to as "the band". "Deps" are musicians who cover gaps in the band for concerts but are not current band members.

What personal data are collected?

Your name, email address, phone number, instrument(s) played.

How are these data collected?

Initial contact details (usually phone number or email address) will have been provided either by you contacting the band in response to a non-direct request for deps (newsletter, website, social media etc) or by someone else recommending the band contact you. Any further personal data are requested by the band's Deps Manager.

Where are these data stored?

These are stored in the band's Deps Contact List on the band's GoogleDrive (copy also retained by the band's current Deps Manager).

Who has access to my data?

Access to the area of the band's GoogleDrive where this list is stored is restricted to the current band committee. Committee members access the GoogleDrive using their personal Google accounts. The band's Deps Manager also keeps a copy of the list.

Why are these data held?

So we can keep you informed about a specific forthcoming concert at which you have agreed to dep and/or so we can contact you to see if you are available to dep for future concerts. If we are asked for recommendations for deps by a third-party we may pass the request onto you but we will not provide your data to that third-party.

How long will you hold my data?

For 2 years after your most recent contact with the band regarding a dep role unless you chose to opt out sooner. The most recent contact includes declining an invitation to dep but without requesting to be removed from the Deps Contact List. If you chose to opt out of being on the Deps Contact List but you are still supporting us at a forthcoming event we will hold your data until the conclusion of the event (i.e. the event has taken place and all music returned).

How do I opt out?

You can opt out of the Deps Contact List at any time by either responding to the GDPR Notification email to be sent May 2018, responding to the next deps request email or by emailing secretary@abingdonconcertband.org.uk requesting to be removed from the contact list. Please note although we would no longer hold your data it is possible you may be contacted by the band again in future if you are recommended as a potential dep by a third-party who provides us with your contact details.



Can I see what data you are holding?

Yes – you can submit a request to secretary@abingdonconcertband.org.uk and details of your personal data held can be sent to you.