## Singing for Pleasure

## Data protection policy

We aim to maintain strict integrity in business transactions and in our dealings with individuals and organisations. We aim to use money and information entrusted to us with discretion and responsibility. We wish to be transparent about how we hold and use personal data.

## We hold and use personal data to help us

- A Maintain our accounts and records
- B Communicate with members
- C Market the choir
- D Deal with enquiries
- E Meet contractual obligations
- F Seek members' views and opinions

## We will make sure that all personal data is

- A Held and used lawfully and fairly for the purposes mentioned above
- B Held and used securely
- C Not kept longer than necessary
- D Held and used in keeping with members' rights regarding personal data