

DATA PROTECTION POLICY COMPLIANT WITH GDPR

1) Introduction

Real Vision is committed to being transparent about how it collects and uses the personal data of its members, and to meeting its data protection obligations. This policy sets out the organisation's commitment to data protection, and individual rights and obligations in relation to personal data.

This policy applies to the personal data of members volunteers personal data.

Real Vision has appointed Sinini Vundla as person with responsibility for data protection compliance within the organisation. He can be contacted at info@menrealvision.com.

2) Definitions

"Personal data" is any information that relates to a living individual who can be identified from that information. Processing is any use that is made of data, including collecting, storing, amending, disclosing or destroying it.

"Special categories of personal data" means information about an individual's racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, health, sex life or sexual orientation and biometric data.

"Criminal records data" means information about an individual's criminal convictions and offences, and information relating to criminal allegations and proceedings.



3) Data protection principles

The organisation processes HR-related personal data in accordance with the following data protection principles:

- The organisation processes personal data lawfully, fairly and in a transparent manner.
- The organisation collects personal data only for specified, explicit and legitimate purposes.
- The organisation processes personal data only where it is adequate, relevant and limited to what is necessary for the purposes of processing.
- The organisation keeps accurate personal data and takes all reasonable steps to ensure that inaccurate personal data is rectified or deleted without delay.
- The organisation keeps personal data only for the period necessary for processing.
- The organisation adopts appropriate measures to make sure that personal data is secure, and protected against unauthorised or unlawful processing, and accidental loss, destruction or damage. The organisation tells individuals the reasons for processing their personal data, how it uses such data and the legal basis for processing in its privacy notices. It will not process personal data of individuals for other reasons. Where the organisation relies on its legitimate interests as the basis for processing data, it will carry out an assessment to ensure that those interests are not overridden by the rights and freedoms of individuals.

The organisation will update personal data promptly if an individual advises that his/her information has changed or is inaccurate. Personal data gathered during the membership and volunteering services is held in the individual's personnel file (in hard copy or electronic format, or both). The periods for which the organisation holds personal data will be as long as person remains a member, and for an additional three years after membership ceases. The organisation keeps a record of its processing activities in respect personal data in accordance with the requirements of the General Data Protection Regulation (GDPR).

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