



East Midlands Engineering and Science Professionals (EMESP) General Data Protection Regulation & Data Privacy Policy

Introduction:

East Midlands Engineering and Science Professionals (EMESP) is committed to ensuring your privacy and to complying with relevant data protection legislation and best practice.

Please contact secretary@emesp.org.uk if you have any questions or concerns about how we process your data.

Data Storage:

We process member's personal data on the basis that it is necessary for the fulfilment of the services we provide to our members.

We store the data securely on computer, paper and secure on-line services.

We collect the following data about members:

- Name
- Title (optional)
- Email address and/or postal address (in order to contact members about membership and EMESP activities)
- Date of birth (in order to comply with our insurance conditions, H&S regulations at our venues and events.
- Company, industry, profession (optional)
- Payments made & dates (to keep accurate membership records)
- Event attendance (for statistical purposes)

We collect the following data about non-members attending our events:

- Name (to record attendance for statistical purposes and offer information on membership)

Data is retained for up to 5 years for statistical purposes.

Data usage:

Members' data is used for the operation of EMESP, to inform members of events, notify about subscriptions due etc. We may also notify members of other events related to the interests of the the EMESP.

We will never sell or share your data with third parties without your permission unless required to do so by law.

Access to members personal data will be restricted to officers of the EMESP and Regional Committee members with a reasonable reason for the access. Details of who can access member data is available from the Hon. Secretary.

Photographic and Video Images:

Photographs and videos of our members during visits and lectures can be a very useful way to publicise the activities of the EMESP.

Images may be published on the EMESP web site, social media accounts and other publications.

Prior permission will be requested for any photographic or video images. Only those who have consented will appear in published images. We want those attending our meetings to be confident that their privacy is a priority.



Photography or video will only be allowed with the permission of the hosting company or person, presenter and the EMESP members present.

To have an image of you removed from our website or social media accounts contact website@emesp.org.uk.

If a meeting attendee does not consent to being in video or photographic images, they should speak in confidence to the Hon. Secretary, Vice Chair or Chair or meeting host. No reason will be requested or needs to be given.

Any meeting attendee wishing to take images must make it known to the meeting host. They must comply with the image rules for that meeting. Anyone taking images without prior consent of the host will be asked to delete the images.

Consent will be deemed as given if meeting attendee indicates that they have read and understood the image procedure at each meeting and have not expressed their objection to the meeting host or officer of the EMESP.

Data Access and Removal Requests:

To request a copy of the data we hold about you or to have your data removed please contact the Secretary – secretary@emesp.org.uk.

Requests will be responded to as soon as reasonably possible. Depending on the nature of the request there may be a fee which relates to the effort involved in obtaining the data.

If data is removed relating to current membership it may not be possible for EMESP to continue to provide membership services.

Cookies:

By continuing to use emesp.org.uk, you're confirming that you're happy to accept our use of cookies.

We use cookies to:

- Capture login information and sessions for security reasons
- Produce more accurate results when you use the site search
- Track user behaviour so we can improve the site and your experience of using it

What are cookies?

Cookies are small text files placed on your computer or in your browser. They help you use and get around websites faster. They also help the site to remember certain things, like your login details or information you provide during an on-line application.

Can we access your computer?

No! Our cookies cannot look at your computer or read any personal information on your computer or mobile device.

What happens if I turn cookies off?

If you turn cookies off, you won't get the best out of our website. We use cookies to improve how you get around and use the site, as well as carry out actions, like searching for events or news.

Do you use any third-party cookies?



The only third-party cookies we use are those required for Google Analytics (which allows us to track the site's performance by seeing visitor numbers for example) and other tools that allow us study and improve visitor behaviour and interaction. This data is totally anonymous, and we cannot identify our visitors or tell anything about them.

It allows us to:

- See how many visits we get
- See how long users spend on our site and pages
- Tell whether users are downloading documents or completing actions such as starting application processes
- Find out if the content we provide is being used

If we start using any other third-party cookies, we'll let you know in this statement.

I want to find out more about data-privacy and cookies:

If you want to learn more about data-privacy and cookies in general, and the laws surrounding their use, then [Wikipedia](#) is a good place to start, which has a detailed description of what cookies are and how they're used.

To find out more about the law surrounding Data Privacy and cookies, [Out-Law.com](#) provides a comprehensive description of the rules about their use, from both a UK and EU law perspective.

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