



Making a difference for the Curraghs Wildlife Park's animals and visitors

General Data Protection Regulations (GDPR)

In accordance with GDPR, please find below a statement explaining our use of your personal data. In collecting and processing your personal data, SCWP will follow the 6 principles of:

- Lawfulness, Fairness and Transparency
- Purpose Limitation
- Data Minimisation
- Accuracy
- Storage Limitation
- Integrity and Confidentiality

Why do we collect your personal data?

We will collect and process your details as supplied on a Supporters application form or other documentation so that we can manage your relationship with the charity, for example, for renewals, notice of the Annual General Meeting or special events. The provision of data is a contractual requirement necessary to become a Supporter. Your data will be kept for as long as you wish to remain a Supporter.

We will communicate with Supporters via the means that you have identified and agreed to on the SCWP Supporter form or other documentation. You can notify SCWP at supportersCWP@manx.net at any time should you wish to change your communications preferences.

From time to time, SCWP may advertise a special event to the general public. SCWP would require names and contact details in order to manage that event so the provision of the data is a contractual requirement necessary for taking part in the event. Your details will be held until the event has been completed and then deleted.

For company staff attending a "Make a Difference" work party at the Curraghs Wildlife Park, the name and contact details of a company representative will be collected when a work party is booked. The completion of a *work party agreement form* is a contractual requirement which will be kept for 12 months from the date of the work party. Communication with the company will be via the agreed means indicated on that form and for the purposes of arranging present or future "Make a Difference" Days.

Who controls the use of your personal data?

SCWP's Trustees will manage personal data for the purposes set out above. Data in relation to being a Supporter will be managed by the Treasurer; data in relation to company representatives will be managed by the Chair and data collected in relation to an event will be managed by the Trustee responsible for running that event.

How can you request access to and rectification or erasure of personal data and the right to withdraw consent for processing?

Please contact the Trustees at supportersCWP@manx.net, setting out your queries in relation to your personal data held by SCWP. You will receive a response within 7 working days.

What can I do if I am not happy with any aspect of SCWP's management of my personal data?

You can contact the Information Commissioner on 693260 or by emailing ask@inforights.im to explain your concerns and ask for assistance in resolving matters.

Do you provide personal data collected by SCWP to any Third Party?

No. Personal data is collected solely for the use of the charity and for the purposes set out above.