

FAS Data Protection Policy



Our data protection policy sets out our commitment to protecting personal data and how we implement that commitment with regards to the collection and use of personal data.

As a Federation of Astronomical Societies our aim is to provide a service to astronomical societies and act as a central repository for society details. Whilst we will strive to maintain accuracy of the data held on individual societies, we are aware that we do rely on individual member societies to update their details on our database (membermojo) in order to keep the data accurate.

Notwithstanding the above:

The Federation of Astronomical Societies is committed to:

- Ensuring that we comply with the data protection principles that are listed below.
- Meeting our legal obligations of the Data Protection Act 2018 (GDPR).
- Processing personal data only in order to meet operational needs or fulfil legal requirements.
- Establishing appropriate retention periods for personal data.
- Providing adequate security measures to protect personal data.
- Ensuring that a nominated officer (Data Controller) is responsible for data protection compliance.
- Ensuring that all nominated data processors are made aware of good practice in data protection.
- Ensuring that queries about data protection is dealt with effectively and promptly as laid out by GDPR.
- Regularly reviewing data protection procedures and guidelines.

Data protection principles

- Personal data shall be collected, processed and used fairly and lawfully.
- Personal data shall be obtained for one or more specified and lawful purposes and shall not be further processed in any manner incompatible with that purpose or those purposes.
- Personal data shall be adequate, relevant and not excessive in relation to the purpose or purposes for which they are processed.
- Personal data shall be accurate and, where necessary, kept up to date.
- Personal data processed for any purpose or purposes shall not be kept for longer than is necessary for that purpose or those purposes.
- Personal data shall be processed in accordance with the rights of data subjects under the Data Protection Act 2018 (GDPR)
- Appropriate technical and organisational measures shall be taken against unauthorised and unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data.
- Personal data shall not be transferred to a country or territory outside the European Economic Area

The items above are our basic tenants of data protection.

Your data is used to build the address lists used to distribute the Newsletters & Handbooks. It is also used to communicate via email with all member Societies. Payment details are collected to ensure paid membership and Public Liability Insurance (PLI) is maintained.

As of December 2019, this document is being rewritten to encompass the transfer of your data to Membermojo and for them to hold it securely and in compliance of the Data Protection Act 2018 (GDPR).

Websites.

The Act

<http://www.legislation.gov.uk/ukpga/2018/12/contents>

ICO

<https://ico.org.uk/>

<https://ico.org.uk/your-data-matters/>