



West Surrey Badger Group

Privacy Policy

Who we are

West Surrey Badger Group

So that you have a full understanding of how we use your personal information, this Privacy Policy sets out when and why we collect personal information, how we use it, and how we keep it secure. We do not sell, rent or trade email lists and our use of your personal information is in line with what you would expect and it is handled fairly and legally at all times. If you have any questions then always feel free to get in touch.

Type of data we collect

We may collect the following information about you:

- Your name
- Your contact details including your telephone and mobile number, your email address and your postal address.
- Your communication and marketing preferences
- Your interests, preferences, feedback and survey responses.

This list is not exhaustive and, in some specific situations we may need to collect further data in line with this Policy.

Some of the above personal information is obtained from you directly – for example when you send us an email or provide it verbally.

How we use your data and types of data we collect

General

We use your personal information:

- to provide information and services to you
- to contact you electronically about our services and activities.

Mailing lists

We use your personal information to send you our newsletters which provide more information on projects we might be working on and general articles on topics we think you might find of interest. We don't rent or trade any email list with other organisations or businesses.

You can unsubscribe from general mailings at any time by emailing us at WSBadgers@gmail.com

How long we keep your data

We will keep your personal information for no longer than is necessary and only for the purposes set out in this Policy.

Members' data will be held whilst they are members and destroyed if they cancel or fail to renew their membership.

Clients' data will be destroyed when the job or work has been completed.

How we protect your data

Data is held and processed by committee members only. Electronic data is password protected and hard copy data is stored securely.

Access to your personal information

You can write to us asking us to update and correct any out of date or incorrect personal data that we hold about you.

You can ask us what personal data we hold about you at any time.

You can opt out of any communications at any time by emailing or writing to us.

Legal basis for processing data

Consent.

You have confirmed that you wish to receive communications from the West Surrey Badger Group and you have been informed that you can unsubscribe at any time.

Changes to this Privacy Notice

This Policy was introduced in March 2018. We intend to review it annually but may do so more frequently.

Contact details

Our contact details are as follows:

West Surrey Badger Group
PO Box 67
Guildford
Surrey
GU3 1YR
01483 811989
WSBadgers@gmail.com (membership)
wsbg@wsbg.co.uk (general enquiries)