



The General Data Protection Regulation (GDPR) is an update to the Data Protection Act 1998 (DPA). GDPR applies in the UK from 25 May 2018 replacing the DPA.

GDPR introduces an accountability principle that requires u3a's to be able to demonstrate, compliance with the data protection principles. We are therefore asking you to confirm by signature of this form, that you will at all times protect our members' data and will only use it for Totton South u3a activities.

The full u3a Trust guidance is available separately and on the u3a Trust website. The recommendations that apply to Group Coordinators are:

- Delete information that is no longer required for membership purposes.
- Keep personal data secure.
- Ensure you use strong passwords
- Do not use a shared computer unless you have a personal logon.
- Do not access Beacon via a public computer eg in a public library
- Do not share passwords with others.
- Do not share members email addresses or personal information without their explicit permission

We would also like to add:

- Delete old membership lists, shred paper lists.
- Send emails to your group(s) through Beacon

I agree to abide by GDPR and the u3a Trust and Totton South guidelines.

Name:

Signature:

Date: