

**ChalCAN**  
**Chalford Climate Action Network**

**General Privacy Notice**

Chalford Climate Action Network (*ChalCAN*) is subject to the UK's data protection regulations, which control the use of personal data.

*ChalCAN* will:

- Comply with the data protection laws on the UK.
  - Only collect personal data (e.g. name, address, telephone numbers, e-mail addresses) for the purpose of administration of *ChalCAN* and its activities.
  - Only contact an individual by post, e-mail or telephone if they have given their explicit permission for that method. An individual can withdraw that permission at any time by contacting *ChalCAN*.
  - Look after the data, which is held as strictly confidential, and notify people if there has been a breach.
  - Allow an individual to see the data held about them and if necessary amend or delete all or part of the data.
  - Review data regularly, and when no longer needed for the administration of *ChalCAN*, will delete and destroy it carefully so it cannot be accessed in the future
  - Not use the data for business purposes.
  - Not pass on the data to a third party without an individual's explicit consent to do so.
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