



# GDPR Privacy Notice

Purnet is committed to protecting your private data. This policy describes the information we collect and process to support you, as well as our services.

## 1. What kind of information do we collect?

### Members

Names, Business name and contact details, social media details. Bank account details for membership fees. This information is collected via the member application form.

### Guests

Names, business name and contact details.

### Website Visitors

Personal data is stored electronically on an encrypted database.

Financial Data is collected and stored by the Treasurer using Xero Accounting Software.

## 2. How do we use Personal Information?

**Member** - Your personal information once you become a member is used to set up your profile on the Purnet website, to send communications relevant to Purnet members only regarding meetings and social activities. Photographs taken at meetings and events may be used on the Purnet website and for Purnet social media (Facebook, Instagram, Twitter and LinkedIn).

**Guests** - Personal information for guests such as photographs maybe used on the Purnet website and social media.

**Website visitors** – we only use cookies to collect numerical data relating to the number of visitors to the Purnet website. If you contact us via the 'Contact Us' form we do not store your information unless you become a member.

## 3. What legal basis do we have for processing your personal data?

**Consent:** By becoming a member of Purnet you consent to your personal data being used for networking purposes including being displayed on the Purnet website and for Purnet social media.

**Contract:** By becoming a member of Purnet your personal data is required in order for Purnet to fulfil its obligation to notify you of networking events and activities including the promotion of your business.

#### **4. When do we share personal data?**

Personal data is only shared with Purnet Committee members to set up accounts and maintain membership records. Business data is shared on social media and the Purnet website. Personal data will not be shared for marketing purposes.

Personal data is kept confidential through secure file sharing facilities and password protected documents.

#### **5. Where do we store and process personal data?**

Personal data is stored in the UK.

#### **6. How do we secure personal data?**

Any personal data is secured, making use of encryption, 2 factor authentication and restricting access to those that need to access the data.

#### **7. How long do we keep personal data for?**

**Members** – personal data is destroyed once membership lapses. Any financial records are kept for 6 years after the financial year that the transaction relates to.

**Guests** – personal data is destroyed 6 months after your visit if you do not become a member.

#### **8. Your rights over personal data**

Our organisation respects your right to privacy, and you will be given reasonable access to the personal data that you provide to us. If you wish to access or edit any of the data we collect from you, or if you want the data to be deleted or transferred, you can request this at any time using the contract information below.

You can object to how processes your data, except if otherwise permitted by an applicable law. If you believe what your right to privacy by an applicable data protection law has been violated by, contact The Management Team at [hello@purnet.co.uk](mailto:hello@purnet.co.uk) or the appropriate data protection authorities.

#### **9. Use of automated decision making and profiling**

Purnet does not use any automated decision-making or profiling, including when collecting or processing data.

#### **10. How can you contact us?**

Please email [hello@purnet.co.uk](mailto:hello@purnet.co.uk)