



Carlisle Natural History Society

In search of nature since 1893

Data Protection Policy

The Carlisle Natural History Society (CNHS) is established with the objects set out in its constitution, and is a data controller within the UK.

The personal information referred to in this Policy may include name, contact details, service records, and such other information as may be necessary for the effective management of the legitimate interests of CNHS. Any person wishing to verify their personal information held by CNHS may apply to the Secretary.

CNHS collects and holds personal information about:

1. Its members, the executive committees of itself and others who assist those executive committees and those offering their services to the CNHS community eg, as recorders, field trip leaders, lecturers, researchers and authors of articles for publication.
 - *This information is used to facilitate administration and services. The information is compiled into a database with access restricted to nominated officers of the Society.*
2. Others necessary for the conduct of the business of the CNHS.
 - *This information is used to satisfy a requested service or a contractual requirement, and may be retained to confirm the outcome.*

CNHS may retain historical archives for example but not limited to, records of meetings and wildlife sightings, magazines and other events. In the service of the study and conservation of wildlife in Cumbria, CNHS will share records of wildlife sightings, including the names (but not the addresses) of the observers, with appropriate organisations.