

Modbury Messenger CIC GDPR Privacy Notice

Modbury Messenger CIC: This privacy policy will explain how our organization uses the personal data we collect from you when you submit articles or advertise in the Modbury Messenger or use our website.

Topics:

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing
- What are your data protection rights?
- Changes to our privacy policy
- Auditing of GDPR
- How to contact us
- How to contact the appropriate authorities
- Consent

What data do we collect?

The Modbury Messenger collects the following data:

- For the submission of articles: Personal identification data (Name, email address, phone number, etc.)
- For the submission of advertisements: Accounts data (Name, Company, email address, address, telephone number)
- For the website: our website does not collect data

How do we collect your data?

You directly provide the Modbury Messenger CIC data by submitting articles to the Modbury Messenger. The data may consist of your name, email, address phone number, limited to what is supplied with the article. (Article Data)

Accounts data is collected when you choose to advertise in the Modbury Messenger and is only enough to be able to invoice the company for payment.

How will we use your data?

The Modbury Messenger CIC collects your data so that we can:

- Process invoices.
- Contact you regarding the article that was supplied by you.

How do we collect your data?

The Modbury Messenger CIC does not collect any other data than that supplied by the contributor.

The Modbury Messenger CIC shares your article only to the extent to allow proof reading and editorial oversight and by publication of the Modbury Messenger in print and online.

Modbury Messenger CIC General Data Protection Regulation

How do we store your data?

The Modbury Messenger CiC stores your data securely.

We take a proportionate approach to ensuring your data is securely held through the use of anti-virus software and such security measures as we deem appropriate to deter access by hackers

The Modbury Messenger CIC will keep article data for 6 months after the publication date for which the article data was supplied. Once this time period has expired, we will delete your data. The Modbury Messenger publish both electronic and hardcopy will be kept and may be supplied to a repository for long term keeping.

Invoice data will be kept for a year and then reviewed and if no longer required it will be deleted.

Marketing

Modbury Messenger CIC does not use your data for marketing.

What are your data protection rights?

The Modbury Messenger CIC would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

The right to access – You have the right to request Modbury Messenger CIC for copies of your personal data. We may charge you a small fee for this service.

The right to rectification – You have the right to request that Modbury Messenger CIC correct any information you believe is inaccurate. You also have the right to request our company to complete the information you believe is incomplete.

The right to erasure – You have the right to request that Modbury Messenger CIC erase your personal data, under certain conditions.

The right to restrict processing – You have the right to request that Modbury Messenger CIC restrict the processing of your personal data, under certain conditions.

The right to object to processing – You have the right to object to Modbury Messenger CIC processing your personal data, under certain conditions.

The right to data portability – You have the right to request that Modbury Messenger CIC transfer the data that we have collected to another organization, or directly to you, under certain conditions.

Contacting the Modbury Messenger CIC

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email:

modburymessengercic@gmail.com

Or write to us: Modbury Messenger CIC, 3 Modbury Court, 32 Church Street, Modbury, Ivybridge, Devon PL21 0QR

Web Site

No personal data is collected. The site uses Google analytics.

How to contact us

If you have any questions about The Modbury Messenger CIC privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: modburymessengercic@gmail.com

Modbury Messenger CIC General Data Protection Regulation

Or write to us at: Modbury Messenger CIC, 3 Modbury Court, 32 Church Street, Modbury, Ivybridge, Devon PL21 0QR

How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Modbury Messenger CIC has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office.

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

Consent

By supplying the article to the Modbury Messenger CIC it will be assumed that you have consented to the article being published subject to the editorial guidelines

If any pictures of underage people are supplied for publication email / written consent from the parents / guardians will be sought prior to publication of the photos if consent is refused or not received the photo will not be published.