

DATA PRIVACY NOTICE

The Chaplaincy Council of St George's Church, Malaga, Spain

At St George's Málaga, accessible at stgeorgesmalaga.com, one of our main priorities is the privacy of visitors. This Privacy Policy document contains details of the types of information that are collected and recorded by St George's Málaga and the ways in which we use it.

If you have additional questions or require more information about our Privacy Policy, please contact us by email at info@stgeorgesmalaga.com

This Privacy Policy applies only to our online activities and is valid for visitors to our website. It is not applicable to any information collected offline or via channels other than this website.

By using our website, you consent to our Privacy Policy and agree to its terms.

1. Your personal data – what is it?

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by the General Data Protection Regulation (the "GDPR").

2. Who are we?

The Chaplaincy Council, represented by the Chaplaincy Secretary, is the data controller (see contact details below). This means it decides how your personal data is processed and for what purposes.

3. How do we process your personal data?

The Chaplaincy Council of St George's Church, Malaga complies with its obligations under the "GDPR" by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

We use your personal data for the following purposes: -

- To enable us to provide a voluntary service for the benefit of the public in a particular geographical area, as specified in the Chaplaincy's Pastoral Scheme;
- To administer membership records;
- To fundraise and promote the interests of the church;
- To manage our employees and volunteers;
- To maintain our own accounts and records (including the processing of gift aid/tax applications);
- To inform you of news, events, activities and services running at St George's or in our satellite congregations;
- To share your contact details with the Diocesan Office so they can keep you informed about news in the diocese and events, activities and services that will be occurring in the diocese and in which you may be interested.

4. What is the legal basis for processing your personal data?

- Explicit consent of the data subject so that we can keep you informed about news, events, activities and services and keep you informed about diocesan events.
- Processing is necessary for carrying out legal obligations in relation to Gift Aid/Tax or under employment, social security or social protection law, or a collective agreement;
- Processing is carried out by a not-for-profit body with a political, philosophical, religious or trade union aim provided:
 - the processing relates only to members or former members (or those who have regular contact with it in connection with those purposes); and
 - there is no disclosure to a third party without consent.

5. Sharing your personal data

Your personal data will be treated as strictly confidential and will only be shared with other members of the church in order to carry out a service to other church members or for purposes connected with the church. We will only share your data with third parties outside of the parish with your consent.

6. How long do we keep your personal data?

We keep data in accordance with the guidance set out in the guide “Keep or Bin: The Care of Church Records” which is available from the Church of England website <https://www.churchofengland.org/about/libraries-and-archives/records-and-information-management>.

Specifically, we retain electoral roll data while it is still current; gift aid/tax declarations and associated paperwork for up to 6 years after the calendar year to which they relate; and parish registers (baptisms, marriages, funerals) permanently.

7. Your rights and your personal data

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data: -

- The right to request a copy of your personal data which the Chaplaincy Council of St George’s Church, Malaga holds about you;
- The right to request that the Chaplaincy Council of St George’s Church, Malaga corrects any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for the Chaplaincy Council of St George’s Church, Malaga to retain such data;
- The right to withdraw your consent to the processing at any time
- The right to request that the data controller provide the data subject with his/her personal data and where possible, to transmit that data directly to another data controller, (known as the right to data portability), (where applicable) [*Only applies where the processing is based on consent or is necessary for the performance of a contract with the data subject and in either case the data controller processes the data by automated means*].

- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of personal data, (where applicable) [*Only applies where processing is based on legitimate interests (or the performance of a task in the public interest/exercise of official authority); direct marketing and processing for the purposes of scientific/historical research and statistics*]
- The right to contact the Spanish Information Commissioner's Office if you have major concerns (contact information below).

8. Further processing

If we wish to use your personal data for a new purpose, not covered by this Data Protection Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

9. Contact Details

To exercise all relevant rights, queries or complaints, in the first instance please contact the Chaplaincy Secretary at secretary@stgeorgesmalaga.com or address your enquiry by post marked 'Data Protection' to Chaplaincy Secretary, St George's Church, Avenida de Pries 1, Malaga, 29016, Spain.

You can contact the Information Commissioners Office for Spain by phone, on (+34) 901 100 099 or via their website at www.agpd.es.

10 Additional Notes/Explanations

10a Cookies

Like any other website, St George's Málaga uses 'cookies'. These cookies are used to store information including visitors' preferences, and the pages on the website that the visitor accessed or visited. The information is used to optimise the users' experience by customising our web page content based on visitors' browser type and/or other information.

10b Children's Information

It is a priority for St George's Málaga to protection children while using the internet. We encourage parents and guardians to observe, participate in, and/or monitor and guide their online activity.

St George's Málaga does not knowingly collect any personal identifiable information from children under the age of 13. If you think that your child provided this kind of information on our website, we strongly encourage you to contact us immediately and we will do our best efforts to promptly remove such information from our records.