

National Vegetable Society Privacy Notice

At the National Vegetable Society (NVS), we respect the privacy of our members and visitors to our websites. This Privacy Notice describes how we collect information, what we do with it and what controls an NVS Member has.

Your Privacy The NVS takes its responsibility to process your personal data very seriously. This notice explains how we collect, manage, use and protect your personal data.

We may change this Privacy Notice from time to time to reflect the latest details of what we do with your information.

Therefore please check regularly the NVS website or your latest SV magazine where you will be able to see where any changes have been made.

Please refer to the sections below for more details on how and why we use your personal information:

1. Who are we?

In this notice, references to the National Vegetable Society or to 'NVS', or to 'we' or 'us' or 'the charity' are to the National Vegetable Society which is a registered charity, Ref No. 1088979.

The National Vegetable Society (NVS) was founded in 1960 and we are passionate about growing vegetables and our members include some of the foremost vegetable growers in the UK. We want to improve our members' knowledge of growing vegetables by many means e.g. simply meeting other growers to share tips and advice or through our local District Associates and Branches where talks are given.

The NVS's objectives are;

a) To advance the education of the public in the cultivation and improvement of vegetables.

b) To advance the knowledge of and further public interest in vegetables by the publication of information, by exhibition, by stimulating research and experiment and by awarding prizes open to public competition.

2. What personal data we collect and how we use the information about you.

What do we need? The NVS is the 'controller' of the personal data you provide to us. We will usually collect basic personal data about you like your name, postal address, telephone number(s), email address and also your bank details, if your membership subscription is paid by Direct Debit or for being paid expenses electronically.

Sometimes we will collect other information about you such as your date of birth if you become a Trustee or National officer which is a legal requirement as our National Officers and Trustees are required to provide their Date of Birth for the Charities commission records.

Why do we need it? We collect your personal data in connection with specific activities, such as the management of our members and distribution of the NVS's **Simply Vegetables (SV) Magazine** to our members and associated societies e.g. the RHS Library. Examples of where your data may be documented/recorded includes registration and membership requests, applications & renewals, our SV Magazine, newsletters, feedback, competition entries, product purchases, information on forums on our website, officer, judges and lecturer details, provision of contact details within show schedules & show documentation.

The information is either needed to fulfil your request or to enable us to provide you with more personalised support. You don't have to disclose any of this information to browse our website (with the exception of the specific members only section) However, if you choose to withhold requested information, we may not be able to provide you with certain services. Please refer to our consent form for details.

Data Processing- Sometimes, with your consent, we will process your personal data to provide you with information about our work or our activities that you have requested or are expecting.

On other occasions, we may process your personal data when we need to fulfil a contract (for example, if you have purchased something via our web or on-line shop) or where we are required to do this by law or other regulations.

How we obtain your details- We will also hold information about your details so that we can respect your preferences for being contacted by us. We collect your personal information in a number of ways:

- When you provide it to us directly. (e.g. via Membership application form, verbally, via the Judges exam paperwork or via the web)
- If we collect it as you use our website, for example via a web contact query. Currently the NVS Web site does not utilise Cookies .
- When you have given it to a third party and you have provided permission to pass your information on to us (including Facebook or Twitter).
- From publicly available sources (where possible) to keep your information up to date e.g. the Post Office's National Change of Address database or Post Code checker). If we do acquire information in this manner we will advise you of this.

We retain and work to combine the information from these sources with the information you provide to us directly.

When providing permission for third party organisations to share your data, you should check their Privacy Policies carefully to understand fully how they will process your data.

Children- If you are aged 16 or under, please ensure you obtain your parent/guardian's consent before sending any personal information via a paper document or via email or the website of the National Vegetable Society.

As a parent or guardian, we encourage you to be aware of the activities in which your children are participating, both offline and online. If your children voluntarily disclose information, this may encourage unsolicited messages. We suggest that you discourage your child from providing any information without your consent.

Additional information- All the personal data we hold is processed by our Officers in the UK. However, for the purposes of IT hosting and maintenance, your information may be situated outside of the European Economic Area (EEA). This will be done in accordance with guidance issued by the Information Commissioner's Office (ICO).

3. Sharing your information We only disclose information to third parties or individuals when obliged to do so by law, for purposes of National security, taxation and criminal investigations and the following:

- If you have agreed that we may do so (please refer to the NVS Consent form).
- When we use other companies to provide services on our behalf e.g. processing, mailing SV Magazine or delivering orders, answering members' questions about products or services, sending mail and emails, when using auditors/advisors or processing credit/debit card payments.
- To our Branches and District Associations
- If we receive a complaint about any content you have posted or transmitted to or from one of our sites, to enforce or apply our Constitution and Rules or if we believe that we need to do so to protect and defend the rights, property or personal safety of the NVS, our websites or our visitors.
- We may disclose statistics about our membership headcount, site visitors and sales to describe our charity to prospective partners, sponsors and other reputable third parties and for other lawful purposes, but these statistics will not include any personally identifying information.
- We will never sell or rent your personal information to other organisations.

4. Retaining your information We hold your information only as long as necessary for each purpose we use it. We are required to retain Gift Aid records for a minimum period of a minimum of 7 years.

If you decide not to be a member of the NVS any more or request that we have no further contact with you, we will keep some basic information in order to avoid sending you unwanted materials in the future and to ensure that we don't accidentally duplicate information. We will remove your data from any active data bases, for example, the NVS membership and Directory databases. Security of information is paramount and the NVS shall make every reasonable effort to keep your personal data secure.

5. Your details on the web The NVS website contains the data of Officers of the Society or key persons at any level i.e. at National, Branch or District Association (DA) level. Also, should you, for example, become a Lecturer or an accredited NVS Judge or an SV Editor/Sub-Editor, we at the National Vegetable Society, provide contact details of these individual members to aid and assist with communication and the working of the Society plus provision of Judges and Lecturers to aid the support of shows throughout the UK. This can be done in many ways throughout the web site which could result in your data being in the public domain. Please refer to the NVS consent form, to help us know whether you wish certain data to be on the website or not.

6. What are your rights? From May 2018, the General Data Protection Regulation (GDPR) gives individuals a number of very important rights. These are:

- **The right to be Informed;** We will be transparent regarding how we use your personal information and we will explain this to our members.
- **The Right of Access;** You may request a copy of the information we hold about you, which will be provided to you within one month.
- **The Right of Rectification;** Your right to ask to have your information updated or amended if the information we hold about you is wrong e.g. typing error, change of address, email, telephone number, surname etc.
- **The Right to Restriction of Processing;** Your right to ask us to stop using your information or partial information. For example, you may no longer wish your home phone number to be posted in any documentation/ or on the NVS website. Please refer to the NVS consent form.
- **The Right to be Forgotten;** You may ask us to remove your personal information from our records completely, for example if you wish to no longer be a member of the NVS. Note; We may record sufficient information to ensure that we do not contact you again in the future.
- **The Right to Object;** If you object to the processing of your personal information for marketing purposes we will cease to process your data for that purpose.
- **The right not to be subject to a decision when it is based on automated processing;** The NVS does not conduct automated decision making and profiling.
- If you would like to know more about your rights under the data protection law see the Information Commissioner's Office website (www.ico.org.uk)

Remember, you can change the way you hear from us or withdraw your permission for us to process your personal data at any time by using the NVS Consent form. This can be found on the web site or a paper copy requested from any Society Officer.

7. How to contact us If you wish to talk through anything within in our privacy notice, find out more about your rights or obtain a copy of the information we hold about you, please contact our Membership Registrar or General Secretary (details at the bottom of this page) who will be happy to help.

If you wish to raise a complaint on how we have handled your personal data, you can contact our General Secretary who will initiate the investigation.

Membership Registrar

N.	Hope	FNVS	11 Sumner Place, Addlestone, Surrey KT15 1QD.		
Tel	(01932) 844183	Mobile	0776 166 4567	Email	neil_hope@hotmail.com

General Secretary

Ms F.	Shenfield	FNVS	4 Canmore Street, Kinghorn, Fife, KY3 9RH		
Tel	(01592) 890284	Mobile	07740 137 204	Email	fcshome@talktalk.net

If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law you can complain to the Fundraising Regulator or the Information Commissioner's Office (ICO).