

Your personal data and the General Data Protection Regulation (GDPR)

FHOCP is an entirely voluntary organisation whose activities in the park are reliant on the goodwill and co-operation of Bedford Borough Council (BBC). We undertake to collect and use your personal data in compliance with the GDPR. We are the 'Data Controller' responsible for deciding how we can use the data; it is your responsibility to give us accurate and up-to-date information.

We hold your data on paper and in digital form. We use it of necessity to administer FHOCP in association with BBC and to send you further communications if you have requested them. We share your data only with FHOCP committee members and nominated members of BBC park staff. We will keep your data for as long as you have a relationship with us. After that, your record is deleted from our membership list but will remain on our backups for 12 - 18 months.

You have the right to be told about the collection and use of your data (see full Privacy Notice) and to view it; to have your data updated where inaccurate or incomplete, withdrawn from processing or erased; to ask for your data in digital form, object to its use and query or challenge any automated decision making. However, some rights only apply in certain circumstances.

Full information about our use of your personal data and your rights can be found in our Privacy Notice, available from the park office (01234 720016) and www.hocp.co.uk

Please print clearly !

Name :

Address and postcode :

Email address :

Mobile :

Home telephone :

Our preferred method of regular contact is by email. If we do not have this then some communications will inevitably be limited and slower.

Emergency contact Only used if we consider it necessary in an emergency

Name :

Mobile:

Home telephone:

We issue some optional communications. Would you like to receive them by email?

Committee Meeting reports : Yes / No

Paper copies are available on application to the park office

Quarterly Newsletter : Yes / No

Limited numbers of copies are available to collect from outside the park office

Information not directly related to FHOCP : Yes / No

e.g. local road/bridge closures, publications about the local area

Requests for help : Yes / No

e.g. assistance at events, advice on fundraising

We undertake all these activities and more! Can you help us, even if only now and then? You don't need to know how, we will provide equipment and training. Please indicate your level of expertise: Sk = *Skilled* Hob = *Hobby Interest* Try = *Will have a go!*

	Sk	Hob	Try		Sk	Hob	Try
Monthly task days				Wildlife knowledge			
Park maintenance & conservation				Botanical knowledge			
Walking round to inspect & report problems				Litter picking			
Welcoming & talking to visitors				Country crafts			
Preparing teaching material				Organizing events			
Fishing knowledge or experience				Assisting at events			
DIY experience				Clerical work			
Website support				Fundraising			
Contributing articles or ideas for the Newsletter and/or the Website							
Anything else you think might be useful ???							

If you've ticked any of the above, please contact the Park Office (01234 720016). We will explore with you how to make the best use of your time and, if needed, arrange access to tools, safety clothing etc..

To view, query or make any changes to your membership and personal data, please contact the park office or write to the Group Secretary at the address below.

We do not accept applications for persons under the age of 18.

I confirm that I am over 18 : Yes / No

If you agree to our use of your personal data as described above and detailed in the Privacy Notice, please sign and date :

Signature :

Date :

Return to : Park Office or The Friends, HOCP, Carlton Road, Harrold, MK43 7DS

Date received by FHOCP :

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