

## The Ballinglen Arts Foundation

The General Data Protection Regulation (GDPR) came into effect on 25th May 2018. The GDPR significantly changes data protection law in Europe, strengthening the rights of individuals and increasing the obligations on organisations.

What Personal information does Ballinglen collect?

As an educational and residency organisation, collecting a certain amount of personal information is required in order for us to provide services such as circulating newsletters, workshop notifications, and information papers we may produce from time to time. We also need to be able to collect payment for workshop, classes, returning residencies and therefore collect and retain personal information such as name, address, contact telephone numbers, and email address.

We will also retain any personal information that you voluntarily decide to give us if there is an appropriate reason to do so

Does Ballinglen Share Personal Information?

Ballinglen never shares any of this personal information with third parties.

Ballinglen may at times circulate its artists information with information on upcoming events organised by third parties through our newsletters, website, or via email.

Is Ballinglen's membership information confidential and secure?

The confidentiality and security of members' personal information is important to us. Ballinglen has in place a number of safeguards to help protect this information from unauthorised access, use, or disclosure according to GDPR guidelines.

How long does Ballinglen retain personal information?

Ballinglen retains personal information for our records on all artists as part of our Permanent Collection.

What changes does the GDPR mean for Ballinglen Artists?

In addition to ensuring that organisations are accountable for personal information we hold, the GDPR sets out more clearly defined privacy rights, which members can exercise, these include:

The right to access personal information an organisation holds on you.

The right to have inaccuracies corrected.

The right to have information erased.

The right to object to direct marketing.

Ballinglen will only accept and process Access Requests from members made in writing, either by email or post.

For more information on GDPR visit <http://gdprandyou.ie/>