



Privacy Notice

The General Data Protection Regulations (GDPR) is a new law which is designed to strengthen data protection for individuals within the European Union, including the UK. It came into effect from 25 May 2018 and its main objective is to give you better control of your personal data.

The Faculty of Actuaries Students' Society ("FASS") are the data controllers, who decides why and how your data is used. FASS holds personal data about you, where personal data is defined as information that uniquely identifies you.

FASS are committed to respecting your rights under GDPR and, as such, we are providing this notice to help you understand how we collect and use your information.

How we use your personal information

We use your personal data in order to record who our members are, as well as allowing us to ensure we make better decisions, communicate efficiently, and generally make a positive impact on the actuarial community. Your personal data is held on our online payment system, and is deleted at the end of each FASS membership year (30 September). As data controllers, we must process this information fairly and lawfully.

Information we hold about you

We aim to collect only information that is necessary for the running of FASS. Specifically, we collect and hold data on your name, your email address, and whether you've paid for FASS membership or for any of our events.

Who we share your personal information with

We are not allowed to disclose personal data about you to other parties except:

- when required for legal reasons or other specifically identified purposes; or
- where you have given consent.

Additionally, we may share your information for processing to:

- banks and other payment systems;
- the police or regulatory bodies;
- legal advisors.

Understanding how we process your information

When we process your data we will have already carefully assessed the lawful justification for doing so, the parameters in which the data is processed, the length of time the data is held for and the secure storage of your data.

We do keep under review what personal data we are holding in relation to our members and how long we need to hold it.

Your rights to your personal information

Part of our role in keeping the information we hold about you safe is to let you know about your rights in relation to that information. You can write to us at any time to obtain a copy of the information we hold about you and to have any inaccuracies corrected. Where appropriate, you may have the right to have your personal information erased, rectified, transferred, amended or completed; and, where you have given your consent to us processing your data, you can withdraw that consent.

Who to contact about your personal data

If you wish to:

- see your personal data or to exercise any of the rights mentioned above; or
- make a complaint about how we have handled your personal data,

please contact fass.committee@gmail.com .

Making a complaint to the Information Commissioner's Office

If you are not satisfied with our response to any query you raise with us, or you believe we are processing your personal data in a way which is inconsistent with the law, you can complain to the Information Commissioner's Office, whose helpline number is: 0303 123 1113.

Updates to this notice

This notice is the latest version as at 25 May 2018. This notice will be updated from time to time and any updates will be circulated to yourself.