

General Data Protection Regulation (GDPR)

Policy Statement of the Laois Association, Dublin

Original Issued: November 2018

Latest Amendment: Committee (23rd February 2026)



Est. 1949

**Laois Association
Dublin**

**Cumann na Laoiseach
Baile Átha Cliath**

www.laoisindublin.com

The Laois Association Dublin is committed to protecting the data of Members by:

1. Confirming that the personal data required, captured and maintained by the Association for each member is as follows:
 - a. Name
 - b. Postal Address
 - c. eMail address
 - d. Landline Telephone
 - e. Mobile Telephone
2. Ensuring that – through membership or associateship - consent is inferred to be given to the methods of data acquisition, storage, and communications in use by the Association as per 1. above (including Instant Messaging e.g. texting).
3. Undertaking to maintain a computer file of Members' data.
4. Ensuring that members are advised that they may notify the Association at any time to update contact preferences or remove personal data completely from the membership database.
5. Ensuring that data is updated periodically and in accordance with the requirements of the GDPR, and all data will be treated with the utmost confidentiality & never shared with a third party.
6. Retaining data of former members for historical and archival purposes only. Such retained data of a former member will be removed by the Data Controller on written request.
7. Adhering to the GDPR requirement for the Association to nominate 1) a Data Controller and 2) Data Processors.
8. The adoption of the following motion at the AGM of the association on the 19th November 2018:
 - 1) a new officer position of Data Controller to be established, and 2) Data Processors will be the incumbents of the role of Chairman; Secretary; Asst. Secretary and Membership Officer or any other office holder as approved by the Data Controller.
9. AMENDMENT (AGM - 11th Nov. 2019): The incumbent of the office of President also to be an authorised Data Processor as per Clause 8.
10. AMENDMENT (Committee Meeting - 23rd February 2026 / ratified AGM Dec.'26):
The incumbents of the office of Vice Chairman and Webmaster (Website management) be authorised Data Processors with access to role specific database information as required.

Signed: _____ **Signed:** _____ **Signed:** _____

CHAIRMAN

DATA CONTROLLER

PRESIDENT

Date: 23rd February 2026