



SCRSS PRIVACY POLICY

The Society for Cooperation in Russian and Soviet Studies (SCRSS)

This statement explains how the Society for Cooperation in Russian and Soviet Studies (“Society”, “we”, “us” and “our”) handles and uses the personal information we collect about our members and other people for processes relating to our operations and activities.

When changes are made to this statement, we will email you.

The controller for your personal information is the Society for Cooperation in Russian and Soviet Studies. The person responsible for data protection within our Society is the Honorary Secretary who can be contacted at 320 Brixton Road, London SW9 6AB or ruslibary@scrss.org.uk.

How we use your personal information

We collect and process your personal information for a number of purposes, including:

- Maintaining your personal details (e.g. your name, membership record and preferred contact details), including ensuring effective communications with you and informing you of our activities.
- Keeping financial records (e.g. payment of your membership fees).
- Fundraising.

Our normal legal basis for processing your personal information is your consent, which you gave at the point you become a member of the society and which you can withdraw at any time, including by resigning your membership.

We keep your personal information for as long as we need it, and usually for one year after you resign your membership.

How we share your personal information

Personal information is not shared outside of the Society and its members.

We use IT facilities to store electronic copies of personal information.

Your rights

You have the right to access the personal information that we hold about you. You also have the right to ask us to correct any inaccurate personal information we hold about you, to delete personal information, or otherwise restrict our processing, or to object to processing or communications, or to receive an electronic copy of the personal information you provided to us.

If you have questions or concerns about how your personal information is used, please contact us using the above details.

If you remain unhappy with the way your information is being handled, or with the response received from us, you have the right to lodge a complaint with the Information Commissioner's Office at Wycliffe House, Water Lane, Wilmslow, SK9 5AF (<https://ico.org.uk/>).

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