



GENERAL DATA PROTECTION REGULATION POLICY

The aim of GDPR is to keep people safe. It is part of our Mission and Ministry to care for people in all aspects of their lives. It sits alongside Safeguarding in our Stewardship of our members and friends.

1. The Circuit and Churches will comply with GDPR and follow the advice and instructions of the data controllers for the Methodist Church: - namely the Trustees for Methodist Church Purposes (TMCP) with regards to everyday day data; and the Methodist Church with regards to safeguarding.
2. The Circuit and the Churches will undertake a data mapping exercise to determine what data they are holding. We need to ensure that data we hold is ONLY for Methodist Church purposes.;
3. Churches will identify i) the purpose of holding such data ii) where the data is stored and iii) who has access to it.
4. Membership list may be retained – copies will be given to and held by the Ministers, the Circuit Administrator, the Church Council Secretary, the Pastoral leaders. No membership list will be displayed or distributed.
5. Each Church will publically display a PRIVACY POLICY, a generic policy for the Methodist Church.
6. For all data held on Children permission from parents or responsible adults will be sought.
7. All breaches of Data will be reported to the Superintendent and Circuit Administrator, who will keep a Breaches Register. (A separate policy will be produced when available)
8. The Circuit plan will be produced in two forms. A full version as before will be given to office holders, preachers and key people (The CLT will agree on this list). The second version will only print the grid with the Preachers appointed to the various Chapels.
Both versions of the plan are from internal Methodist Church use only
9. Computers and phones that hold Methodist Church data should be password protected and not shared by other family members.
10. There will be further developments as the Methodist Church fully explores the implications of GDPR.