



Horsham District Heritage Forum

Privacy Policy

The Horsham District Heritage Forum (HDHF) aims to promote the heritage of the District by bringing heritage organisations together and acts as an information portal for Forum members to share information and programmes of talks and other events, projects that are being undertaken and to liaise with each other.

Personal data that is collected

The HDHF co-ordinator collects personal data from members comprising nominated contact name(s), and email address. Other personal data may be collected such as attendance lists at meetings or events.

Storing the data

The co-ordinator stores that data on a membership database held on a personal computer that is fully password protected and safeguarded via McAfee security software. That computer is kept at all times at the co-ordinator's home.

Use of the data

The co-ordinator uses the data to provide members with details of other members' programmes and projects, and to otherwise communicate with members including via a quarterly newsletter. Every effort is made to ensure that the information held is accurate and up to date. Data is not shared with other organisations although the Forum web pages, which list contact details, are publicly visible.

Members' control over the data

Members can check the information that is held by contacting the HDHF co-ordinator. They may request their information be removed from the database at any time.