



# Community Database and Membership Form

VODA is a registered charity (number 1075060) and company limited by guarantee (number 3703221) that provides support, advice, training and information to volunteers and voluntary and community organisations operating in North Tyneside.

VODA works to support and develop the voluntary and community sector by providing a wide range of support services and by representing the views of the sector to government and policy makers on a local and national level.

This form enables you to register your details with VODA's Community Database which currently contains details of more than 550 North Tyneside groups.

The information we keep on our Community Database is used to help people get in touch with your group, so please do not include any personal details you do not wish to be public knowledge. We also use the information for statistical purposes, such as measuring the size of the Voluntary & Community Sector in North Tyneside, and we may supply the information to bona fide researchers and others who are interested in your group. We do not sell or supply your information for commercial purposes. Commercial companies are not eligible for inclusion in the database. VODA reserves the right to decline an application.

Anyone named in the Community Database is a "Data Subject." By providing this information you confirm that the Data Subject consents to VODA collecting, processing, storing and sharing their information.

Appropriate security measures are or will be in place to ensure that all personal data is held and processed safely.

VODA handles personal data in compliance with the General Data Protection Regulation and the Data Protection Act 2018 and recognises the importance of correct and lawful processing. VODA is registered with the Information Commissioner's Office (ICO).

The personal data you provide will only be used for official VODA business.

VODA discloses information to a variety of third parties; these include but are not limited to:

- Employees of VODA.
- Members of the public wishing to contact organisations for leisure purposes or for help.
- Statutory bodies for planning purposes (e.g. the NHS for the provision of health services, the local authority for community engagement, disaster planning etc).
- Bona fide researchers.

Disclosure of personal data may also be made to other entities not listed above. This will only ever be done in accordance with the Data Protection Act. Your consent will be sought where necessary.

We may transfer your data abroad but only to Member States of the European Union, countries recognized by the European Commission as having adequate data safeguards in place and to US companies that are part of the EU-US Privacy Shield.

VODA will retain your personal data as long as necessary for the purposes described above.

You may withdraw your consent at any time and your details will be removed from the database. You may also request information on what details we hold about you by contacting: Data Controller, VODA, Queen Alexandra Campus, Hawkeys Lane, North Shields NE29 9BZ.

## Membership of VODA

If your organisation is based in North Tyneside then you may be eligible to become a Member of VODA. Members can access training at significantly reduced cost and may vote at our Annual General Meeting.

By submitting a Community Database form you agree that we may use your information for the above purposes.