



# Association of Sri Lankan Lawyers UK (ASLLUK)

## Privacy Policy

(Latest update on 26.07.2018)

**Privacy policy** is the legal statement that discloses the ways *in which* our association (ASLLUK) gathers, uses and manages the data of its members. It accomplishes a legal need that requires to protect the members' privacy.

The new data protection laws (General Data Protection Regulation – GDPR) came into effect from 25th May 2018. The GDPR requires strict adherence to safeguarding and protecting the privacy of our members, non-members, sponsors and all those who engage in dealings in any manner with our association.

Protecting and safeguarding your personal data has always been one of our priorities.

This notice specifies how and why we process your personal data in the activities of our association and how we protect and safeguard the same.

The important details of our Association as regards GDPR are as follows:

### **1. Contact Details**

The Data Protection Officer is usually the current General Secretary of the association. You can contact the Data Protection Officer, Association of Sri Lankan Lawyers in the UK, C/O Solidum Solicitors, 316, Northolt Road, Harrow, Middlesex HA2 8EE. Hotline: 0044: (0) 7947712550. Email: [aslluk.admin@googlemail.com](mailto:aslluk.admin@googlemail.com)

### **2. The Information we may process**

Your name, date of birth, home address, telephone number, email address, work address, your profession, employment, enrolment number of Law Society or Bar Council, payment method, Direct Debit instructions where appropriate.

### **3. Reason for processing the above information**

The information is processed for the purpose of achieving the objectives of our Association.

### **4. How the information will be used?**

Your personal data will be used for the following purposes;

- (a) For promoting objectives of our association.
- (b) to invite for activities of the association.
- (c) filling membership forms on enrolment and at renewal.
- (d) to update the membership data held with the association.
- (e) promoting activities of the association in its website, in the Sri Lankan event portals in the UK, such as Sesatha UK, newspapers (paper and online), newsletters, magazines and leaflets.
- (f) For matters concerning funding and fundraising.
- (g) To promote activities in Facebook, Twitter, LinkedIn, Viber, WhatsApp and such other online social media.

**5. How your personal data is stored and protected?**

Our association processes, stores and protects your personal data in the manner as required by GDPR and your data will be stored within the United Kingdom.

**What is the legal basis for processing this data?**

Your consent is required for us to store your personal data.

**6. If we share your data with others, who do we share with?**

Our association will not share any personal data with any other third party.

**7. How long will we process your data for?**

We shall hold your personal data as long as you continue to be associated with the objectives of our association either as a member or non-member. We shall store data of non-members for a limited period of 12 months and delete them securely thereafter.

**8. What are your rights and how to enforce them?**

You have the following rights;

- (a) Right to withdraw your consent
- (b) Right to be informed
- (c) Right of access to your information
- (d) Right of rectification
- (e) Right to erasure
- (f) Right to restrict processing
- (g) Right to data portability
- (h) Right to object

**9. How to complain to the Information Commissioner's Office (ICO)**

The Information Commissioner can be contacted on:

Post: Information Commissioners Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Tel: 0303 123 1113