



- 3) From time to time, the FIBKA Executive Council may arrange for circulation of Census, Survey or other materials to affiliated members. Such materials will be limited to items directly related to the legitimate business of FIBKA in accordance with the Constitution, and will not include direct marketing material. The FIBKA Constitution can be found at <http://www.irishbeekeeping.ie/index.php/about-us/constitution-of-the-federation>

Circulation of such materials will be arranged via a printer and mailing fulfillment company or a data management company to whom your name, address and Eircode will be forwarded for that purpose. Any such company will be required to sign a non-disclosure agreement limiting use of your data for the specified purpose only.

**I agree: Yes                      No                      Please circle your answer**

- 4) If you apply to the Webmaster for online access to Back Issues of An Beachaire on the FIBKA website, your Membership number will be verified to the Webmaster by the FIBKA Membership Secretary. To apply for this service, login and create an account on Beachaire page on [www.irishbeekeeping.ie](http://www.irishbeekeeping.ie)

**I agree: Yes                      No                      Please circle your answer**

◆ **Note that it is impossible for FIBKA to provide membership services in relation to insurance and An Beachaire in the event that you circle “No” to Q. 1 and 2.**

Circling “No” to Q. 3 or 4 will not restrict the provision of membership services in relation to insurance and postage of An Beachaire issues. .

Apart from the above stated purposes, your personal details will not be used or shared with any other party, except in circumstances where EWBA or FIBKA is compelled to do so by the laws of the State.

**Storage and Retention of your personal data:**

All reasonable security measures will be taken to ensure that your personal data will be stored by EWBA and by FIBKA in a manner designed to maintain privacy and confidentiality, and to prevent unauthorised access, alteration or deletion. FIBKA Membership Secretary and Manager of An Beachaire will store your personal data in paper records and in electronic form on encrypted computers. EWBA will store your personal data on file and on computer with the Association Secretary.

Your personal data will be retained by EWBA and by FIBKA for a period of at least 10 years, after which it will be destroyed in a manner consistent with best practice at the time. 10 years is the minimum retention period required under current best practice guidelines, because membership details form part of the financial records of EWBA and of FIBKA. It might be necessary for FIBKA Membership Secretary to keep membership details for a period in excess of 10 years where the statute of limitations on third party insurance claims exceeds that period. This requirement will be reviewed periodically and amended as appropriate.

**Your rights in relation to personal data held by EWBA and by FIBKA:**

You are entitled to receive a copy of your personal data on written application to the Secretary of EWBA and/or to FIBKA Membership Secretary, and to have any inaccuracies or deficiencies in your data corrected.

You can withdraw your consent to the holding or processing of your personal data at any time, on the understanding, that deletion of your data will mean that EWBA and FIBKA will no longer be able to deliver member services / entitlements to you.

If you feel that your rights in relation to your personal data have been compromised, you are entitled to seek clarification and/or make a complaint to the Office of the Data Protection Commissioner [www.dataprotection.ie](http://www.dataprotection.ie)

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

Make Cheques payable to: East Waterford Beekeepers' Association

Post Form to : Anne Marie Fogarty, Hon. Sec. EWBA, Corluddy, Carrigeen, via Waterford

**THANK YOU**