

## **JUNGLE DRUMS GOOD PRACTICE and COMPLIANCE WITH GDPR (General Data Protection Regulations)**

### **Jungle Drums Good Practice**

Jungle Drums is primarily a means of passing information quickly around the village. As a result of comments and advice received, it became necessary for us to agree some principles to follow when sending out messages in this way. These are:

Jungle Drums is to be used as a vehicle for instant communication in the following categories:

1. INVITATIONS TO DRINKSTONE EVENTS/ACTIVITIES
2. WARNINGS/ALERTS
3. GENERAL INFORMATION
4. ITEMS AVAILABLE

As such, we will not pass on any email which expresses a personal opinion on a potentially controversial matter. Such emails will be referred back to the sender with the suggestion that they are sent to the Editor of the Parish Magazine, where opportunity exists for a counter view or right of reply.

We reserve the right to edit or refuse to send on any material which contravenes the aforementioned principles, or is material that the team considers unsuitable for Jungle Drums.

Finally, we would ask that any responses should be sent directly to the originating sender of the email, not to the Jungle Drums team, unless otherwise stated.

### **Compliance with GDPR**

Our list of email addresses for Jungle Drums was started initially from the email addresses of the now defunct Oil Buying Group, of which an email address was mandatory in order to be a member. When the Jungle Drums scheme was mooted, everyone on the Oil Buying group list was contacted to ask if they wished to be part of the Jungle Drums scheme. Subsequently, the scheme continues to be advertised in the Parish Magazine and on the website and anyone who lives in the village may apply to join. Newcomers to the village are invited to join also. People who leave the village are removed, unless they request to stay on. At the beginning of May 2018 everyone was contacted with respect to GDPR and asked to reconfirm their wish to be on Jungle Drums and given information on how to subsequently request removal. All emails carry an option to 'Unsubscribe'. We understand that the lawful basis for using these email addresses is that we have obtained consent. The Unsubscribe option meets with the latest Data protection regulation. The data we hold for Jungle Drums is a name and an email address and nothing else. We accept that with some email addresses there could be sufficient information to identify a natural person. The Mailchimp platform we use does not show anyone else's email address.

**Security:** The contact list for Jungle Drums is a Gmail contact list associated with drinkstonejungledrums@gmail.com. This list has been exported to the Mailchimp System. Since both Gmail and Mailchimp are web based services, the contact list is stored online and is only accessible by those who have the password i.e. the Jungle Drums team – Lynne who sends out Jungle Drums messages, Liz for messages related to the Parish Council and backup to Lynne in case of an emergency/busy times. The operators of Jungle Drums undertake to not share the password, or any Jungle Drums addresses that they do not already hold in their own personal data.

Liz Schmitt and Lynne Woodward (Jungle Drums team)