



London Chinese Baptist Church (LCBC) General Privacy Notice

This Privacy Notice is provided to you by London Chinese Baptist Church (LCBC) which is the data controller for your data.

Personal data

We will request and process your personal data where necessary to perform our tasks. These data may include Name, Titles Photographs and Contact details such as Telephone numbers, Addresses and Email Addresses. We may also ask to collect and process other data from you as when needs arise.

LCBC's Obligations

LCBC will comply with legal obligations as set out by the Data Protection Regulation (GDPR) to keep personal up to data, to store and destroy it securely; to not collect or retain excessive amounts of data, to keep personal data secure and to protect personal data from loss, misuse, unauthorised access and disclosure and to ensure that appropriate technical measures are in place to protect personal data.

How long Personal data is kept

In general, we will endeavour to keep data only for as long as we need it. This means that it will be removed from electronic file or shredded (destroyed) when the data are no longer needed.

Your Rights

- You have the rights to access the information we hold on you
- You have the right to correct and update the information we hold on you
- You have the right to have your information erased
- You have the right to object to processing of your data
- You have the right to request that we transfer some of your data to another data controller and we will comply with your request where it is feasible to do so.
- You have the right to withdraw your consent to the processing at any time
- You have the right to lodge a complaint

We will not collect personal data directly from any children under 16 years of age; it will be collected from their parents (or guardian). Hence the above also applies to the personal data of your child if we have collected such data from you for the operation of our Sunday School.

Contact Details

You can contact us for any questions about this Privacy Notice or the information we hold about you or to exercise all relevant rights, queries or complaints at:

London Chinese Baptist Church

1 Payne Road

London E3 2SP

Telephone: 07949446929

Email: privacy@londonchinesebaptistchurch.org.uk

倫敦華人浸信會（LCBC）一般隱私通知

該隱私通知由倫敦華人浸信會（LCBC），即您的數據管理者提供。

個人數據

我們將在執行任務必要時請求收集和處理您的個人數據。這些數據可能包括姓名、稱謂、照片以及聯繫方式，例如：電話號碼、地址、電子郵件地址等。我們也會在有需要時請求收集和處理您的其他數據。

LCBC 的職責

LCBC 將履行《一般數據保護條例》（GDPR）制定的法律職責，保護個人數據，安全存儲或銷毀數據，不過分收集或保存數據，保障個人數據的安全，避免個人數據丟失、使用不當、未經許可的使用或洩漏，確保使用適宜的技術方法來保護個人數據。

個人數據會被存儲多久？

一般來講，我們只在必要的時間內保存數據。這意味著當數據不再被需要時，將從電子檔案中被刪除，或者被碎紙機銷毀。

您的權益：

- 您有權使用我們所存儲的您的數據
 - 您有權修正和更新我們所存儲的您的數據
 - 您有權要求我們刪除您的數據
 - 您有權反對處理您的數據
 - 您有權要求我們轉發部分您的數據給其他的數據管理者，我們將在可行條件下遵從您的要求
 - 您有權在任何時候撤回對處理數據的許可
 - 您有權提出投訴

我們將不會直接向 16 歲以下的兒童收集數據；數據將從兒童的父母或者監護人收集。因此對於我們的兒童主日學為運營所需而從您那裡收集的類似數據，以上條款也同樣適用。

聯繫方式：

如果您對於此隱私通知有任何疑問，或者對於我們所持有的關於您的數據，或者使用任何相關權利、提出疑問或者投訴，請聯繫：

倫敦華人浸信會
1 Payne Road
London E3 2SP
電話：07949446929
電子郵件：privacy@londonchinesebaptistchurch.org.uk