

South Wales Miners' Museum Privacy Statement for members of the public donating items to the museum

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South Wales Miners' Museum (SWMM) collects personal information about the people that choose to donate items to the museum. This data is only used to provide basic identity information to prove that the person donating the item has the ownership of it and is allowed to pass ownership of it to the museum (TITLE TRANSFER). The museum object entry form records the following things:

Name

Address

Telephone Number

The lawful basis for collecting this information is that the museum is abiding by the legal obligations for museum to record the TITLE TRANSFER (ownership) of items from the donor to the museum.

Even though the Museum has to collect this information to be able to legally accept item donations into its collection, we still ask if the donor is happy for this information to be collected. Agreement is given by signing and dating the form.

The museum will not share this information with other parties unless legally required to do so. Your data is collected via a hard copy paper form and stored in secure storage on site, the same data is copied into both a hardcopy and a digital register of the museum's collection. The hard copy register is stored in secure on site storage and the digital copy is stored on secure on site backup equipment. No other data processing will take place. Your data will not be used other than for the reasons given above. We do not use any automated software or hardware (AI or algorithms) in relation to this data.

You have rights regarding your data:

- The right to be informed (fair processing information)
- The right of access (to your information)

- The right to rectification
- The right to erase
- The right to restrict processing
- The right to data portability
- The right to object to processing
- Right in relation to automated decision making and profiling

In order to assert these rights or for more information about how SWMM uses your data please contact us.