
General Data Protection Register (GDPR)

StoneWater Zen Privacy Notice

StoneWater Zen is a registered charity. We are classed under the GDPR regulations as a data controller. That means we decide how your personal data we receive is processed and for what purposes.

This StoneWater Zen (SWZ) privacy notice tells you what we do with your personal information when you sign up for mailings via the website, attend a retreat, or make a donation to support our work.

We will always make sure that your information is protected and treated securely.

Any information that you give will be held in accordance with:

Data Protection Act 1998

As of 25 May 2018, the new data protection legislation introduced under the General Data Protection Regulation (GDPR) and Data Protection Bill.

1. Introduction to this notice

This tells you:

- How we collect your information
- What purpose we are processing it for
- Whether there are other recipients of your personal information
- Whether we intend to transfer it to another country, and
- Whether we do automated decision-making or profiling.

The legal basis we rely on to process your personal data is article 6(1)(f) and (c) of the GDPR, which allows us to process personal data when it's necessary for the purposes of our legitimate and legal interests and with your explicit consent.

2. Contact information

StoneWater Zen Sangha, 13 Hope Street, Liverpool L1 9BQ, Merseyside

Tel: on request

Email: admin@stonewaterzen.org

You can contact us at admin@stonewaterzen.org or via our postal address. Please mark the envelope, or use the subject line: 'Data Protection'.

3. How do we get information?

All of the personal information we process is provided to StoneWater Zen directly by you for one of the following reasons:

- You have signed to our mailing list up via our website.
- You have signed up to attend, or have attended, a retreat.
- You make a donation and have completed a Gift Aid form.

4. What purpose are we processing it for?

We will process your data for the purpose of:

- Communicating with you in relation to ongoing SWZ activity and news;
- Promoting, and managing Zen practice and related events

- Facilitating online or telephone interviews with Roshi or a teacher
- Processing a donation
- Other legitimate interests such as maximising donations by the use of Gift Aid

5. Your Data Protection rights

Under data protection law, which is managed by the Information Commissioners Office (ICO) you have rights we need to make you aware of. The rights available to you depend on our reason for processing your information.

The right to be informed

You have the right to access this Privacy Notice both on the SWZ website and as a hard copy on request.

The right of access

You have the right to ask us for copies of your personal information. This right always applies. [You can read more about this on the ICO website here.](#)

The right to erase {The right to be forgotten}

You have the right to ask us to erase your personal information. [You can read more about this on the ICO website here](#)

The right to restrict processing

You have the right to ask us to restrict the processing of your information in certain circumstances. [You can read more about this on the ICO website here .](#)

The right to rectification

You have the right to ask us to rectify information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete. This right always applies. [You can read more about this on the ICO website here](#)

The right to object

You have the right to object to SWZ processing your data. [You can read more about this on the ICO website here](#)

Please contact us at admin@stonewaterzen.org if you wish to make a request. We will respond to you within 4 weeks

6. Who gets to see your personal information?

We only share your personal information with other people when it is necessary to do so in order for us to run our activities efficiently.

Within the sangha, this includes managing requests to attend retreats and sharing contacts for the purpose of teacher interviews and pastoral support.

Externally for processing Gift Aid we must share your name and address with the SWZ's Accountant and thus HM Revenue & Customs. SWZ keeps a record of this information to ensure accuracy of the data we submit.

We do not share your data with anyone else. We do not transfer your personal data to other countries.

If you make a donation online, your card and other payment information may not be held by us, but may be collected by our third party payment processors, who specialise in the secure online capture and processing of credit/ debit card transactions.

We use Mailchimp, a third party data processor. This third-party supplier handles the data purely to provide this service on our behalf. This supplier follows the requirements of the Data Protection Act 1998 in how they obtain, handle and process your information and will not make your data available to anyone other than StoneWater Zen.

You can unsubscribe from SWZ and our mailing list at any time by following the UNSUBSCRIBE link in all emails

7. How long do we keep your personal data?

We only keep your personal data while you attend or contribute financially to StoneWater Zen activities, either regularly or from time-to-time, or you decide to unsubscribe.

The exception to this is your information as it relates to Gift Aid.

8. Information about using our website

Information about people who use our website

Please note that this statement does not cover links within this website to other websites.

When you browse through the information on this website, it does not store or capture your personal information. We do log your IP address (as it is automatically recognised by the web server) but this is only so you can download this website onto your device rather than for any tracking purpose; it is not used for any other purpose.

Cookies: Please be aware that some systems on our website require the use of cookies, but we will always state if this is the case. We will never collect and store information about you without your permission.

9. Your legal obligation

You are under no legal obligation to give us personal information if you do not wish to.

10. The existence of automated decision making, including profiling

StoneWater Zen does not use computers to analyse your data in order to make computer decisions about what communications we should, or should not, send to you.

11. The right to complain to the UK Information Commissioner's Office:

if you are dissatisfied with the way we are collecting, holding, processing and using your personal data you are entitled to complain to the Information Commission.

12. Further processing

If we wish to use your personal data for a new purpose, not covered by this Data Privacy Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions.

13. Review of this Policy

Any changes we may make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by e-mail.

Updated June 2020