



LCTF PRIVACY NOTICE

The LCTF regards your privacy as extremely important. Information we collect from you that you choose to provide to us, enables the LCTF to send you details of the organisation and its' activities.

This notice explains how we use any information we collect about you.

Data Controller

For the purpose of the Data Protection Act, the Data Controller is the LCTF.

How we use your personal information.

The data is used for the purpose of:

- Communicating the activity of the LCTF to its members,
- Issuing notice of meeting,
- Issuing minutes of meetings,
- Making members aware of industry issues,
- Issuing membership renewal notices.

The data will not be used for marketing or shared with any other organisation.

Information we collect about you.

- Name and title
- Address
- Telephone number.
- Email.
- Details of any other committee membership.

Your Rights.

Under the act you have the following rights.

Right of access.

Right to be informed.

Right to rectification

Right to erasure.

Right to restrict processing.

How to contact us.

Please contact us if you have any queries regarding the Privacy Policy or the information we hold about you in writing to the following address.

The Secretary to the Lighting Column Technical Forum,
c/o The Institution of Lighting Professionals,
Regent House,
Regent Street,
RUGBY,
Warwickshire. CV21 2PN
Email: lctf@theilp.org.uk