

Union Jack Club

Right to Withdraw Consent Procedure

1. Scope

This procedure covers all situations where, as per the GDPR, the data subject wishes to withdraw his or her consent for personal data processing.

Withdrawal of consent is defined as any indication on the part of the data subject that he or she withdraws consent for the processing of their personal data. Withdrawal of consent must be specific and without ambiguity and shall be provided by the data subject either by way of a statement or through clear, affirmative action on his or her part.

Withdrawal of consent by the data subject covers all processing activities carried out for a specific purpose or purposes, for which that data subject provided consent in the first place.

Withdrawal of consent shall not make unlawful any processing of personal data engaged in by Union Jack Club prior to the withdrawal of consent.

2. Responsibilities

As a data controller, Union Jack Club is responsible for administering the withdrawal of consent on the part of the data subject, under the oversight of the Data Protection Officer (“DPO”).

3. Withdrawal of consent procedure

Withdrawal of consent is indicated via the Data Subject Withdrawal of Consent Form 92017-J and Union Jack Club must be able to demonstrate that the data subject has withdrawn consent, by producing the completed form, if required.

If Union Jack Club was processing the data for multiple purposes, Union Jack Club must be able to show that consent has been withdrawn for all purposes.

4. Withdrawal of parental consent procedure

Withdrawal of consent by a holder of parental responsibility is indicated via the Withdrawal of Parent Consent Form 92017-K and Union Jack Club must be able to demonstrate that the data subject has withdrawn consent, by producing the completed form, if required.

Union Jack Club must be able to demonstrate that it has taken reasonable efforts to ensure that the claim of parental responsibility is authentic and true, when consent is withdrawn for a child data subject, including the use of available technology.

5. Document owner

The Data Processor is the owner of this policy document and must ensure that it is periodically reviewed according to the review requirements contained herein.

The latest version of this policy document dated 1st March 2018 is available to all members and guests of Union Jack Club on the Club's website or for staff on the Club's Internet and will be included in the Club's training program undertaken by Heads of Department.

This policy document was approved by Union Jack Club's Board of Trustees and is issued by the Chief Executive Officer ("CEO") on a version controlled basis.

Name of CEO: Mr Simon Atkins

Date: 1st March 2018

Change history record

Issue	Description of Change	Approval	Date of Issue
1	n/a	n/a	{{ insert_date_1 }}
2	n/a	n/a	n/a
3	n/a	n/a	n/a