



General Data Protection Regulation (GDPR) Guidelines Receipt and Implementation Declaration

To: Head of Field Service Delivery
IAM RoadSmart
1 Albany Place
Welwyn Garden City
Hertfordshire
AL7 3BT

Email: - Amanda.smith@iam.org.uk

Hereby declare that:

We have received the IAM RoadSmart guidelines regarding the management of personal data in relation to members of IAM RoadSmart and the group

We understand the requirements to securely destroy all historical data relating to non-active members, no matter which format it is held in such as digital or hard copy etc.

We understand the recommended types of data that can now be held and the relevant retention periods.

We understand the necessary statement that is required to be issued to all group members regarding communications and activities that may receive or be part of.

We will implement the guidelines as recommended and gain further clarification or advice on any items that we are not sure of.

We have reviewed the requirement of registering with the Information Commissioner's Office.

(Please put a tick in the appropriate box)

We also acknowledge that we shall make another declaration to state any change in any matter contained in this declaration immediately before the change occurs.

Group Chair

Signature: _____

Name:

Date:

Group Secretary

Signature: _____

Name:

Date: