

# **The Gauchers Association**

## **Right to Withdraw Consent Procedure**

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### **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 The Gauchers Association prior to the withdrawal of consent.

### **2. Responsibilities**

As a data controller, The Gauchers Association is responsible for administering the withdrawal of consent on the part of the data subject, under the oversight of the Chief Executive.

### **3. Withdrawal of consent procedure**

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Withdrawal of Consent Form 92017-J and The Gauchers Association must be able to demonstrate that the data subject has withdrawn consent, by producing the completed form, if required.

If The Gauchers Association was processing the data for multiple purposes, The Gauchers Association must be able to show that consent has been withdrawn for all purposes.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of Parent Consent Form 92017-K and The Gauchers Association must be able to demonstrate that the data subject has withdrawn consent, by producing the completed form, if required.

The Gauchers Association 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has taken reasonable efforts to ensure that the claim of parental responsibility is authentic and true, when consent is withdrawn for a child data subject, including the use of available technology.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 Controller 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 30/04/2018 is available to all employees of The Gauchers Association on the corporate intranet.

This policy document was approved by The Gauchers Association's Board of Directors and is issued by the Chief Executive ("CE") on a version controlled basis.

Name of CE: Tanya Collin-Histed

Date: 30/04/2018

## 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