

Data Privacy and Governance Society of Kenya

Data Protection and Privacy Notice

The Data Privacy and Governance Society of Kenya (DPGSK) is committed to ensuring that it processes personal data relating to its members in accordance with the Data Protection Act, 2019 (the “DPA”) and the regulations thereunder, and best practice. This data protection and privacy notice (the “Notice”) explains how we process your personal data.

1. Purpose, collection, sharing and transfer of personal data

- 1.1 We collect your personal data for the following purposes:
 - (a) To provide services to our members, in accordance with our constitution.
 - (b) To manage our membership and certification programs.
 - (c) To comply with legal and regulatory obligations.
- 1.2 In discharging our duties as DPGSK, we will collect the following data from you: name, email address and phone number. The collection of this data is mandatory for DPGSK members. For members holding the chairperson, treasurer and society positions, the following data is mandatory under the law: name, occupation and postal addresses.
- 1.3 In some instances, in order for us to better appreciate the constitution of DPGSK, we may request for data relating to your occupation, job title, years of experience and any other data, which you have the discretion of sharing with us.
- 1.4 In discharging our duties as DPGSK, there are instances that may arise, that may require us to share and/or transfer your personal data with third parties, such as government entities, including the Office of the Data Protection Commissioner (if there is a legal obligation to do so), partners and third-party service providers. In such instances, we will share and/or transfer your personal data in accordance with the DPA and the regulations thereunder.

2. Data subject rights

- 2.1 Members and aspiring members of DPGSK are data subjects. As data subjects, you are entitled to the following rights under the DPA and the regulations thereunder:
 - (a) to be informed of the use to which your personal data is to be put;
 - (b) to access your personal data that is in our custody;
 - (c) to object to the processing of all or part of your personal data;
 - (d) to correction of false or misleading personal data relating to you;
 - (e) to deletion of false or misleading data about you;
 - (f) to data portability, in a machine-readable format; and
 - (g) to no automated decision making, without human intervention.
- 2.2 Please note that there are instances where your rights may be limited. In the event that this is the case, this will be done in accordance with the DPA and the regulations thereunder, with adequate notice to you.

3. Technical and organisational security measures taken to ensure the security of personal data

We take appropriate technical and organisational measures to protect personal data against unauthorised or unlawful processing, accidental loss, destruction or damage. Access to personal data is restricted to authorised personnel who need to access it for legitimate purposes, when discharging DPGSK's mandate.

4. Consequences of failing to provide requested personal data

4.1 Failure to provide personal data such as your name, email address and phone number may result in us being unable to provide you with the services you may require as a member of DPGSK.

4.2 Please note that for personal data that is not essential to the provision of services to you as a member of DPGSK, the provision of this personal data by you, is at your discretion.

5. How long we keep your personal data

We will retain personal data for as long as necessary to provide services to our members, or as required by law.

6. How you may contact us

If you have any questions or concerns about how we handle personal data, or if you would like to exercise your rights, please contact us at:

Data Privacy and Governance Society of Kenya

Email: dataprivacyke@gmail.com

Twitter: @DataGovProsKe

LinkedIn: Data Governance Pros Kenya

7. Update of the Notice

We may update the Notice from time to time to reflect changes in our practices or legal requirements. Any updates will be posted on our website and will be effective from the date of posting.

Revision History

Version	Date	Description	Approved By
0.0	[*] March 2023	Initial notice drafted	[*]