



UK Independence Party Head Office

DECLARATION BY PERSONS IN RECEIPT OF BRANCH DATABASES

I declare that all membership, enquirer and supporter information supplied to me in paper format or electronic format shall be used solely in connection with the running of the UK Independence Party Branch/Constituency Association to which they relate and that this information shall under no circumstances be passed to any other person or organisation without written permission from the Party Secretary (PS).

The main purpose of the use of the database shall be to enable the Branch Secretary or other authorised personnel to communicate with members, enquirers and supporters in the Branch/Constituency Association.

I understand that if I do not amend the database supplied to me I do not need to register with the Information Commissioner (IC), but that if I do amend or add to the database, I should register with the Information Commissioner, and will be liable for the cost of the registration myself. It is noted that it is illegal under the Data Protection Act for me to amend the database in any way unless I first register with the IC at my own expense.

I understand that improper use of this information is an offence under the Data Protection Act 1983 and subsequent amendments and that I may be liable for civil and criminal offences for any breaches of the Act for which I am responsible. I may be liable to pay damages to the UK Independence Party for contravention of this declaration.

I understand that this information remains at all times the property of the UK Independence Party (UKIP) and must be surrendered to the PS on the instructions of the PS which may be the result of matters including voluntary or involuntary termination or suspension. In the event that I am asked to return the database to the PS, I agree with immediate effect not to disclose any of the database records or to bulk transmit information relating to UKIP.

If I am or become a member of the UK Independence Party I undertake not to use any information contained therein if my membership to UKIP should terminate for any reason, including resignation and withdrawal of my membership, and in which case I will immediately, and within 7 days return the database to the PS. In the event of withdrawal of membership this paragraph shall come into effect once such notice has been communicated to me. In the absence of a PS then the PS shall be substituted by the PARTY CHAIRMAN of UKIP.

All below sections **must** be completed:

Title..... Full Name (in capitals).....

Address.....

..... Post Code.....

**Contact Phone
Number..... Email.....**

Membership Number..... Expiry Date.....

Branch Officers are also Data Processors and are required to be acquainted with the ‘UKIP Compliance for GDPR for Data Processor’ manual. (Copy available to view: <https://www.myukip.com/branches.html>)

Position to which you have been appointed:

Chairman Secretary Treasurer Membership Secretary

Ward/Constituency/Branch.....

Signature..... Date.....

This form is valid for a maximum of twelve months from the date of signature.

As confirmation of your appointment a counter signature is required, this must be an existing Branch Officer:

Counter Signature Name..... Position.....

I have read and understood the ‘UKIP Compliance for GDPR for Data Processor’ manual and will abide by it.

Signature..... Date.....