

International Association for Anselm Studies

Privacy Statement

The aims of the *International Association for Anselm Studies (IAAS)* are to promote the study of (i) the life and thought of Saint Anselm of Canterbury (also known as Anselm of Aosta and Anselm of Bec), (ii) the influences on the life and thought of Saint Anselm, and (iii) the reception of the work of Saint Anselm during his life and following his death to the present day.

We aim to achieve this by facilitating communication among scholars engaged in Anselm studies through meetings, conferences, publications, journals, and by any other means that the Committee of the *IAAS* deems appropriate. A key part of this facilitation is the use of a mailing list and the provision of a website.

How we obtain personal data

Those who join our mailing list (members) provide their name and email address when they ask to be added to the mailing list. We keep no information on mailing list members other than their names and email addresses and records of any email correspondence we have had with them.

How we use personal data

We use personal data to keep in touch with our members, to send details of upcoming events and to send occasion reports on our activities. We keep personal information up to date. This includes using publicly available sources to ensure we do not send emails to addresses, which are no longer active.

Our responsibilities

We only send mailings to those who have given their consent to us to do so. A member of the mailing list may withdraw their consent at any time by simply emailing secretary@anselmstudies.org

Sharing information

We do not share the personal information we hold with any another organisation for any reason. All information is kept in a password-protected file, which is only available to the Secretary of the *IAAS* and is not duplicated except for back-up purposes. We may send out an email on behalf of another party, if and only if it falls within the aims of the *IAAS*.

How long we keep personal information

If a member unsubscribes from our emails they are removed from our mailing list. A list of unsubscribed email addresses may be kept to ensure that we do not send emails to those who no longer wish to receive them.

Security

We are committed to ensuring personal information is secure.

We keep personal information secure with appropriate security measures in place to attempt to protect against the loss, misuse, and alteration of personal information.

Website

The website of the *IAAS* at anselmstudies.org may provide a form for those who wish to contact the *IAAS*. The website is hosted by wix.com. Personal information provided by those contacting the *IAAS* may be held temporarily by the hosting organisation, but is regularly reviewed and removed by the *IAAS*.

The *IAAS* website does not use cookies nor collect IP addresses of those accessing the website. However, we are not responsible for the activities of the party that hosts the website, who may for basic functioning purposes choose to do so.

The *IAAS* does not currently use Google Analytics or any similar software services to review how the website is used. If we change our policy on this matter, all members of the mailing list will be informed.

Subject Access Rights

A person has certain rights under existing data protection law including the right to request a copy in writing of the personal information we hold about them. From 25 May 2018 a person will also have the following additional rights:

The right to obtain from us, without undue delay, the rectification of inaccurate or incomplete personal information we hold concerning them.

The right to restrict us from processing their personal information.

The right to object to our use of their personal information including where we use it on the basis of our legitimate interest.

The right to ask us to erase their personal information without undue delay.

Accuracy of personal information

We aim to keep our information about our supporters and those who contact us accurate as possible. If a person wishes to access, review or change the information supplied to us, they can contact us as set out below.

Contact us

You can email us at secretary@anselmstudies.org or write to Ian Logan, *IAAS* Secretary, Blackfriars Hall, St Giles, Oxford, OX1 3LY, UK.

If a person is not satisfied with the way we deal with any complaint in relation to the use of their personal information they may be able to refer their complaint to the relevant data protection regulator, which in the UK is the Information Commissioner's Office.

Changes

We will keep this notice under regular review. It was last updated on 4 August 2018.