### ੴ ਵਾਹਿਗੁਰੂ ਜੀ ਕੀ ਫਤਿਹ॥

### ਸ੍ਰੀ ਗੁਰੂ ਨਾਨਕ ਦਰਬਾਰ ਗੁਰਦੁਆਰਾ (ਗ੍ਰੇਵਜ਼ੈਂਡ)





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## Notice to Sangat from Gurdwara Election Board 22<sup>nd</sup> December 2019 Only 3 Days left to return your Consent Forms

The Election Board would like to inform the Sangat that we have received several emails and we have collated them together and our responses are as follows: -

#### 1. What if I or a family member haven't received a Consent Form through the post?

The Election Board will be at the Gurdwara during the following times to verify if you are on the Gurdwara 2017 Election List and verify your registered address. If required, a New Registration form which has the Consent Clause within it will be requested to be completed and signed. You can also download the form from the Gurdwara website, complete, scan and send to the election 2020@gurunanakdarbard.org email address.

- o The Election Board will be available at the following times.
  - Every Tuesday between 11am-12pm.
  - Every Thursday between 11am-1pm and 6pm-7pm.
  - Every Saturday between 6pm-7pm.
  - Every Sunday between 4pm-6pm.

If you were registered to vote in 2017 and have move address you will need to complete a New Registration Form.

### 2. Will the Election Board be sending Consent Forms if we contact you and say they haven't been received in the post?

Replacement Consent forms will not be sent. Please complete a New Registration Form.

# 3. What if my Consent Form is received after the 25<sup>th</sup> December 2019 the cut-off date, will I be registered to Vote?

If the Consent Form has a Post Office stamp on it that confirms it was posted on or before the 25<sup>th</sup> December 2019 you will be registered to vote.

#### 4. Why are the Consent Forms being sent to a Bridgewater Address?

The Election Board has chosen an external organisation to manage the sending and receiving of the Consent Forms, which therefore arrives at the Bridgewater address which is part of the service they provide. These will be collected and processed by the Election Board on the 27<sup>th</sup> December 2019. Any Consent Forms received after this date, but with a postal date of 25<sup>th</sup> December or prior will still be accepted.

#### 5. Can I drop off the Consent or Registration Forms at the Gurdwara?

There is a Letter Box on the Ground Floor of the Gurdwara clearly marked which these forms can be deposited into. Only the Election Board has access to this, and we will ensure these forms are duly processed.

#### 6. How do I know after returning the Consent Forms that I am registered to vote?

You can email the after the Election Board after the 27<sup>th</sup> December 2019 and the Election Board will respond to confirm we have received your Consent Form. We will be available at the times shown above to also verify and confirm. In mid-January 2020 you will be receiving a Gurdwara 2020 Polling Card which will also confirm your registration.

#### 7. Can the Election Board post the Registration Forms to me so I can complete and return?

The New Registration forms are available on the Gurdwara website for downloading and completing. These can be personally dropped off to the Election Board at the times and days shown above or they can be scanned and emailed to us. We will not be sending Registration Forms by Post or email.

# 8. Why am I being asked to complete a Consent form when I have been registered to vote in all previous elections?

Your details have been collated from previous election boards at Guru Nanak Darbar Gurdwara over the past 3 elections which is almost 6 years; Since the last election in 2017, the use of personal data is now subject to General Data Protection Regulations (GDPR) and the Election Board have a duty to ensure Data Accuracy and that 'positive consent' is in place for the 2020 Election. We are not asking for, and you are not providing consent for marketing, advertising and your details will not be passed on to any third parties.

We had taken advice from a Government Body called the Information Commissioners Office (ICO), who outlined that "Consent must be a positive and affirmative action, therefore, to meet the level of consent required by the GDPR, you will need to ensure that individuals are provided with an opportunity to 'opt in'." which is the basis on which we had decided to proceed forward and on and send Consent forms to the Sangat. We had carefully considered relying on legitimate interest as the lawful basis to consent, but as an Election Board we decided to get positive consent. We appreciate the Sangat's support in this process and can confirm the cost of this has been approximately just over 6,000 pounds. We will be providing an update to the Sangat in due course as to the number of Consent forms received the responses received.

Therefore, if a completed Consent form is not returned by the 25<sup>th</sup> December 2019, you will NOT be registered to vote in the upcoming Gurdwara Election 2020. Your name will also be removed from the list and you will need to re-register for future elections.

### 9. What if I have misplaced my recently received General Election poll Card which I need as part of the Registration Form as this confirms I am on the Gravesend Electoral Register?

Please complete a Registration Form and we will check with Gravesham Borough Council and the Gravesham Electoral Open Register. Once confirmed you will be entitled to vote.

Forms can be obtained from - <a href="https://www.gurunanakdarbar.org/elections2020">https://www.gurunanakdarbar.org/elections2020</a>
For further information/privacy policy or Election updates, please visit <a href="https://www.GuruNanakDarbar.org">www.GuruNanakDarbar.org</a>