

## **Privacy Notice**

Personal information which you supply will only be as part of the association's own statistical analysis, to promote the club and to keep accurate record of club membership, match results and special fish captures. We refer to you our privacy statement which is set out below.

## **Privacy Statement**

### **Who are we?**

Stoke sub Hamdon Angling is a public angling association and is a 'controller' under the General Data Protection Regulation and the Data Protection Act 2018.

### **What data will we collect?**

We will only collect information from you that is relevant to the matter that we are dealing with. In particular, we may collect the following information from you which is defined as 'personal data': name, address, email address and contact number.

### **Basis for processing**

The basis on which we process your personal data is because it is in our legitimate interests to do so.

### **How will we use and share your data?**

We will use and share your information for the following purposes:

- for maintaining internal accounts and records;
- for use as part of the club's marketing (e.g. recording match winners on the club's yearly licence or specimen cup winners on the club's website).

### **How long will we keep your information for?**

We will keep your information for a period of ten years. In some we may retain your information for a longer period and we will advise you of this at the time.

### **Security arrangements**

We shall ensure that all the information that you provide to us is kept secure using appropriate technical and organisational measures.

In the event of a personal data breach we have in place procedures to ensure that the effects of such a breach are minimised and shall liaise with the ICO and with you as appropriate.

### **What rights do you have?**

You have the following rights under the GDPR:

- Right to be informed;
- Right of access;
- Right to rectification;
- Right to erasure;
- Right to restriction of processing;
- Right to data portability;
- Right to object;
- Rights concerning automated decision-making and profiling.

**Right of access**

You have a right to see the information we hold about you.

To access this, you need to provide a request in writing to our Chairman (see club licence for details), together with proof of identity.

We will usually process your request free of charge and within 30 days, however we reserve the right to charge a reasonable administration fee and to extend the period of time by a further two months if the request is manifestly unfounded or vexatious and/or is very complex.

Full details are available in our data subject access policy which is available on request from the club Chairman.

**Right to erasure**

You have a right to ask us to erase your personal data in certain cases (details may be found in Article 17 of the GDPR).

We will deal with your request free of charge and within 30 days but reserve the right to refuse to erase information that we are required to retain by law or regulation, or that is required to exercise or defend legal claims.

To exercise your right to erasure please contact our Chairman (see club licence for details).

**Who can you complain to?**

If you are unhappy about how we are using your information or how we have responded to your request then initially you should contact the association's Chairman (see club licence for details).

If your complaint remains unresolved then you can contact the Information Commissioner's Office, details available at [www.ico.org.uk](http://www.ico.org.uk).

Dated: May 2018