



CHICHESTER CRUISER RACING CLUB

DATA PRIVACY POLICY

Chichester Cruiser Racing Club (CCRC) is an unincorporated club managed by its Honorary Officers for the benefit of its members and according to the CCRC Club Rules. This document sets out the Club's data privacy policy.

1. About This Policy

- a. This policy explains when and why we collect personal information about our members, how we use it, how we keep it secure and your rights in relation to it.
- b. We may collect, use and store your personal data, as described in this Data Privacy Policy and as described when we collect data from you.
- c. We reserve the right to amend this Data Privacy Policy from time to time without prior notice. Members will be advised of any amendments.
- d. We will always comply with the General Data Protection Regulation (GDPR) when dealing with your personal data. Further details on the GDPR can be found at www.ico.gov.uk. For the purposes of the GDPR, we will be the "controller" of all personal data we hold about you.

2. Chichester Cruiser Racing Club Contact

Questions related to this document should be referred to the club Commodore: email: commodore@ccrc.co.uk.

3. Information Collected

Member's names, address, telephone numbers and email addresses plus, where relevant, yacht details are collected to manage the member's membership of the club and the duty roster to perform the Club's contract with the member and legitimate operation of the club using Dutyman.

Partner or emergency contact information is collected to protect the member's interests and those of their dependents.

Member's name, boat name, class, handicap and sail number are collected for managing race entries, race results and trophies including their publication in perpetuity.

Photographs and videos of members and their boats are collected for the promotion of the club on the web site and other materials published only by the club.

Member's names, email addresses and phone numbers as well as boat details including radio calls signs and MMSI numbers are collected and published to members as part of a member list to aid communication between members. This same information plus members' addresses are available to members online through Dutyman to aid communication between members but members may choose to not appear in this list.

Non-member information, received for a particular event, will only be retained for as long as is necessary for the management of that event.

4. How We Protect Your Data

- a. We will not transfer your personal data outside the European Economic Area without your consent.
- b. We have implemented generally accepted standards of technology and operational security in order to protect personal data from loss, misuse, or unauthorised alteration or destruction.

- c. Please note however that where you are transmitting information to us over the internet this can never be guaranteed to be 100% secure.
- d. For any payments which we take from you online we will use a recognised online secure payment system.
- e. We will notify you promptly in the event of any breach of your personal data which might expose you to serious risk.

5. Who Else Has Access To Information You Provide

We will never sell your personal data. We will not share your personal data with any third parties without your prior consent (which you are free to withhold) except where required to do so by law or as set out in this document.

We may pass your personal data to third parties who are service providers, agents and subcontractors to us for the purposes of completing tasks and providing services to you on our behalf (e.g. to print newsletters and send you mailings). However, we disclose only the personal data that is necessary for the third party to deliver the service and we have a contract in place that requires them to keep your information secure and not to use it for their own purposes.

6. How Long Do We Keep Your Information

We will hold your personal data on our systems for as long as you are a member of the Club and for as long afterwards as is necessary to comply with our legal obligations and for perpetual publication of race results, trophies and Commodores' names. We will review your personal data every year to establish whether we are still entitled to process it. If we decide that we are not entitled to do so, we will stop processing your personal data except that we will retain your personal data in an archived form in order to be able to comply with future legal obligations e.g. compliance with tax requirements and exemptions, and the establishment exercise or defence of legal claims.

7. Your Rights

You have rights under the General Data Protection Regulation:

- a. to access your personal data.
- b. to be provided with information about how your personal data is processed.
- c. to have your personal data corrected.
- d. to have your personal data erased in certain circumstances.
- e. to object to or restrict how your personal data is processed.
- f. to have your personal data transferred to yourself or to another business in certain circumstances.
- g. You have the right to take any complaints about how we process your personal data to the Information Commissioner: www.ico.org.uk.

Questions, comments, and requests related to this document should be referred to the CCRC Commodore: email: commodore@ccrc.co.uk.