

Harrow Angling Society Data Privacy Policy

Issue Date: 15th May 2018

1. About this Policy

1.1 This policy explains when and why Harrow Angling Society (HAS) collects Members personal information and how it is used and kept secure and the Members personal rights in relation to it.

1.2 HAS may collect, use and store members data, as described in this Data Privacy Policy and as described when the data is collected from them.

1.3 HAS reserve the right to amend this Data Privacy Policy from time to time without prior notice. Members are advised to check the HAS website <https://harrowangling.co.uk/> regularly for any amendments. Note- amendments will not be made retrospectively.

1.4 HAS will always comply with the General Data Protection Regulation (GDPR) when dealing with Members personal data. Further details on the GDPR can be found at the website for the Information Commissioner (<https://ico.org.uk/>). For the purposes of the GDPR, the Membership Secretary will be the “controller” of all personal data help about Members.

2. This Data Privacy Policy applies specifically to the Harrow Angling Society who can be contacted by email- secretary@harrowangling.co.uk-

3. Information HAS collects from Members when applying for Membership and why.

Type of Information	Purpose	Legal basis of processing
Members name address , contact number and e-mail address	Managing membership of HAS, including the issuing of night tickets and sending HAS specific news and information	For the purposes of HAS legitimate interests in operating the club
Date of birth/age related information	Managing membership categories which are age related	Performing the HAS contract with the member
Disabled membership application	Managing membership categories (specific details of disability not required)	Performing the HAS contract with the member
Name of Partner (only supplied if applying for associate membership)	Managing the members membership of the Society	For the purposes of HAS legitimate interests in operating the club
Personal photograph	For inclusion on membership card for identification purposes when fishing on HAS waters	For the purposes of HAS legitimate interests in operating the club
Occupation	Managing HAS working parties if specific skills are required	For the purposes of HAS legitimate interests in operating the club
Vehicle Registration Number	Management of car parking at HAS Waters	For the purposes of HAS legitimate interests in operating the club

4. HAS Officers information

Type of Information	Purpose	Legal basis of processing
Name and contact numbers of HAS Bailiffs	Information to be published in the HAS magazine and on the HAS Website	For the purposes of HAS legitimate interests in operating the club
Name and e-mail addresses of HAS Committee members	Information to be published in the HAS magazine and on the HAS Website. Details may also be passed to official contacts of HAS (as required) for the purposes of managing the Society	For the purposes of HAS legitimate interests in operating the club

5. How do HAS protect Members personal data

5.1 HAS have implemented generally accepted standards of technology and operational security in order to protect personal data from loss, misuse or unauthorised alteration or destruction

5.2 Please note however that if transmitting information to HAS over the internet this can never be guaranteed to be 100% secure

5.3 HAS will notify Members promptly in the event of any breach of their personal data which might expose them to serious risk

6. Who has access to Members personal information?

6.1 HAS will never sell Members personal data nor share Members personal data with any third parties without their prior consent (which they are free to withhold) except where they are required to do so by law.

6.2 Members personal data may be passed to HAS Committee members and Bailiffs to enable them to carry out specific management and membership tasks and for providing services to them (for example sending official society letters or the allocation of night tickets).

7. How long does HAS keep Members information?

7.1 HAS will hold Members personal data on its Database for as long as they are a member of the Society. If a Member terminates their membership their personal data will be held for a period of 1 year before being securely destroyed. The purpose for the retention of the data is to make it easier for past Members to reapply for membership.

8. Members rights

8.1 Members have the rights under GDPR:

- a) To access their personal data
- b) To be provided with information about how their personal data is processed
- c) To have their personal data corrected
- d) To have their personal data erased in certain circumstances
- e) To object to or restrict how their personal data is processed

8.2 Members have the right to take complaints about how HAS process their personal data to the Information Commissioner: <https://ico.org.uk/concerns/> Tel No 0303 123 1113 or by mail at -

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

For more details, please address any questions, comments and requests regarding HAS data processing to the HAS Hon. Secretary - secretary@harrowangling.co.uk