

GDPR Privacy Notice

1. Introduction

- 1.1. The Isle of Wight Gundog Club is committed to protecting your personal information and respecting your privacy.
- 1.2. This Privacy Notice sets out the basis on which any personal data that we collect from or about you, or that you provide to us, will be processed by us.
- 1.3. The Gundog Club is the data controller and responsible for your personal data (also referred to as **we**, **us** or **our** within this privacy notice).
- 1.4. We will keep this Privacy Notice under regular review. It is important that the personal data we hold about you is accurate and current. Please keep us informed if your personal data changes during your relationship with us.

2. Data Protection Contact

- 2.1. The contact details for our data protection coordinator for any data protection queries are as follows:
 - 2.1.1. Nick Gallin
 - 2.1.2. The Isle of Wight Gundog Club, 2 The Mews, Steyne Road, Bembridge, Isle of Wight, PO35 5TU
 - 2.1.3. 01983 872607
- 2.2. You have the right to make a complaint at any time to the Information Commissioner's Office (ICO) full contact details for which can be found at <https://ico.org.uk/global/contact-us/>

3. Data Protection Principles

We will comply with data protection law. This says that the personal information we hold about you must be:

1. Used lawfully, fairly and in a transparent way.
2. Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
3. Relevant to the purposes we have told you about.
4. Accurate and kept up to date.
5. Kept only as long as necessary for the purposes we have told you about.
6. Kept securely.

4. Where do we obtain your personal data from?

- 4.1 Most of the above personal data is received directly from you (the data subject). However, information may be received from third parties (eg Fosse Data Systems Limited & the Field Trial Management System).

5. Particulars of processing

- 5.1. We process personal data about members, judges, and ring stewards, competitors/exhibitors at our events, landowners, suppliers and business contacts. The Notice.
- 5.2. We do not collect any special categories of data or information about criminal convictions and offences.

6. If you fail to provide personal data

Where we need to collect personal data under the terms of a contract with you and you fail to provide that data when requested we may not be able to perform the contract we have or are trying to enter into with you (for example to administer your membership). If we are unable to proceed then we will contact you if this is the case at the time.

7. Your rights as a data subject

- 7.1. The General Data Protection Regulation provides the following rights to individuals in certain circumstances:
- 7.1.1. The right to request access to the personal data that we hold about you;
 - 7.1.2. The right to request rectification of the personal data that we hold about you;
 - 7.1.3. The right to request erasure of the personal data that we hold about you;
 - 7.1.4. The right to request restriction of processing about you;
 - 7.1.5. The right to object to processing; and
 - 7.1.6. The right to data portability.

Please contact our data protection coordinator using the details above if you wish to exercise any of these rights.

8. How we will use information about you

We will only use your personal information when the law allows us to. Most commonly, we will use your personal information in the following circumstances:

1. Where we need to perform the contract we have entered into with you or are about to enter into with you.
2. Where we need to comply with a legal obligation.
3. Where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests.

We may also use your personal information in the following situations, which are likely to be rare:

1. Where we need to protect your vital interests (or someone else's vital interests).
2. Where it is needed in the public interest [or for official purposes].

- 8.1 We will generally process your personal data for contractual necessity in providing membership services and events. We may also use personal information for additional relevant and related purposes where you might reasonably expect us to do so, where the benefits of doing so are not outweighed by your own interests or fundamental rights or freedoms. These may include:
- 8.1.1 To maintain our records and other administrative purposes, including updating your details and preferences:
 - 8.1.2 To assist with queries, complaints and dispute resolution;
 - 8.1.3 For communications related to membership and invitations to participate in canine market research or canine health studies:
 - 8.1.4 To assist with upholding our Club constitution and taking action in cases where there may be a breach of the Club rules or Codes of Ethics:
 - 8.1.5 You will receive newsletters and information about future events and other marketing information associated with the Club where we believe this may interest you and where you have not opted out of receiving that marketing.

9. Recipients of Data

- 9.1. We may use service providers to help us provide you with our services. Personal data may be transferred to such a service provider, who will act for or on our behalf, for further processing in accordance with the purpose(s) for which the data was originally collected or may otherwise be lawfully processed. These third parties are set out in the Annex.

9.2. We require all third parties to respect the security of your personal data and to treat it in accordance with the law. We do not allow third party service providers to use your personal data for their own purposes and only permit them to process your personal data for specified purposes and in accordance with our instructions.

9.3. In appropriate circumstances, we may disclose data to authorised bodies as required by law.

10. Visitors to The Gundog Club website – Cookie Policy

10.1. We DO NOT use cookies or any other method of data collection to monitor how people use our website.

11. How long do we hold your personal data for?

11.1 Personal data will be retained for as long as reasonably necessary to fulfil the purposes for which it was collected. Such periods are in accordance with statutory requirements, Kennel Club requirements and recommendations and the Club's retention policy, which is available on request.

12 Data Security

12.1 We have put in place appropriate measures to prevent your personal data being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, we limit access to your personal data to the Hon Secretary, Hon Treasurer, Membership Secretary, Field Trial Secretary, Year Book Editor, Cup Steward and Puppy Register Coordinator.

13 Do we use your data for any automated decision making?

No personal data is processed for automated decision-making.

14 International Transfers.

We do not transfer your personal data outside the UK.

ANNEX

This Annex sets out the Gundog’s Club’s processing of personal data relating to members (including Officers and committee members), judges, exhibitors/competitors at our events, land owners, suppliers and business contacts.

What personal data do we process, why do we process it and what is the lawful basis?

Members/Officers/Committee Members	
<ul style="list-style-type: none"> • Name • Address • Email address • Telephone number • Registered kennel name [affix] • Membership fee 	
<p>We process your personal data for the following purposes: [Purpose]</p> <ul style="list-style-type: none"> • Provision of membership services including administration and transactional communications relating to membership • Upholding the Gundog Club Rules and Code of Ethics • Compliance with Kennel Club Rules and Regulations • Contacting you regarding newsletters, invitations and information about club events/meetings. • Publication in the Members’ Yearbook/Membership List or on the website <i>(for Officers and Committee Members)</i> • Notifying you about changes to our terms or our privacy notice. 	<p>[Lawful basis]</p> <ul style="list-style-type: none"> Contractual Necessity Contractual Necessity Contractual Necessity Legitimate Interests (to develop our services and grow our Club) Legitimate Interests (to maintain up to date records for Club administration) Necessary to comply with a legal obligation.
Judges	
<ul style="list-style-type: none"> • Name • Address • Email address • Telephone number • Registered Kennel Name [affix] 	
<p>We process your personal data for the following purposes: [Purpose]</p> <ul style="list-style-type: none"> • Administration and transactional communications relating to judging appointments • Upholding the Gundog Club Rules and Code of Ethics • Compliance with Kennel Club Rules and Regulations (including sharing relevant required information) • Publication in the Gundog Club Judges appointments in the show/event schedules. – List on Website / Facebook 	<p>[Lawful basis]</p> <ul style="list-style-type: none"> Contractual Necessity Contractual Necessity Contractual Necessity Legitimate Interests (to maintain up to date records for Club administration and keep competitors informed)

<p>Notifying you about changes to our terms or our privacy notice.</p>	<p>Necessary to comply with a legal obligation.</p>										
<p>Exhibitors/Competitors</p> <ul style="list-style-type: none"> • Name • Address • Email address • Telephone number • Dog information <p>We process your personal data for the following purposes:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;"><i>[Purpose]</i></td> <td style="width: 40%;"><i>[Lawful basis]</i></td> </tr> <tr> <td> <ul style="list-style-type: none"> • Administration and transactional communications for exhibitors/competitors entering our events • Provision of services relating to our events • Upholding the Gundog Club Rules and Code of Ethics • Compliance with Kennel Club Rules and Regulations • Contacting you regarding future events </td> <td> <p>Contractual Necessity</p> <p>Contractual Necessity</p> <p>Contractual Necessity</p> <p>Contractual Necessity</p> <p>Legitimate Interests (to develop our services and grow our Club)</p> </td> </tr> <tr> <td> <ul style="list-style-type: none"> • Publication of your name address and dog information in show/event catalogue. </td> <td> <p>Legitimate Interests (to maintain up to date records Club administration and keep competitors informed)</p> </td> </tr> <tr> <td> <ul style="list-style-type: none"> • Publication of event results on our website or the Gundog Club Legitimate Interests Club Facebook Pages </td> <td> <p>(to maintain up to date records for Club administration and keep competitors informed)</p> </td> </tr> <tr> <td> <ul style="list-style-type: none"> • Notifying you about changes to our terms or our privacy notice </td> <td> <p>Necessary to comply with a legal obligation</p> </td> </tr> </table>		<i>[Purpose]</i>	<i>[Lawful basis]</i>	<ul style="list-style-type: none"> • Administration and transactional communications for exhibitors/competitors entering our events • Provision of services relating to our events • Upholding the Gundog Club Rules and Code of Ethics • Compliance with Kennel Club Rules and Regulations • Contacting you regarding future events 	<p>Contractual Necessity</p> <p>Contractual Necessity</p> <p>Contractual Necessity</p> <p>Contractual Necessity</p> <p>Legitimate Interests (to develop our services and grow our Club)</p>	<ul style="list-style-type: none"> • Publication of your name address and dog information in show/event catalogue. 	<p>Legitimate Interests (to maintain up to date records Club administration and keep competitors informed)</p>	<ul style="list-style-type: none"> • Publication of event results on our website or the Gundog Club Legitimate Interests Club Facebook Pages 	<p>(to maintain up to date records for Club administration and keep competitors informed)</p>	<ul style="list-style-type: none"> • Notifying you about changes to our terms or our privacy notice 	<p>Necessary to comply with a legal obligation</p>
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Recipients of your personal data

We disclose data to the following outsourced data processors: Lavenham Group Limited, in line with section 5 of our main Privacy Policy, for the purposes of publication in the Labrador Retriever Club Year Book and Membership List; and show entrants' data is provided to Fosse Data Systems Limited for inclusion in our show catalogues. Data is provided to FTMS in order to maintain an accurate and secure membership list.

Kennel Club records

The Kennel Club will hold the personal data of officers of the Gundog Club as a part of the implementation of Kennel Club Rules and Regulations.

We provide the Kennel Club with details of the Gundog Club Officers, Challenge Certificate winners and all Field Trial entrants in order to meet requirements in the Kennel Club Rules and Regulations.