



The Great Dane Club of Wales

General Data Protection Regulations 2018

Privacy Notice

How we look after Data

Data Controller



The Great Dane Club of Wales

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GDPR Privacy Notice

1. Introduction

1. The Great Dane Club of Wales is committed to protecting user's personal information and respecting your privacy.
2. This Privacy Notice sets out the basis on which any personal data that we collect from or about users, or that users provide to us, will be processed by us.
3. For the purpose of the General Data Protection Regulation (the GDPR18), the **data controller** is the Committee of the Great Dane Club of Wales.
4. We may update this Privacy Notice from time to time. Please check back regularly to see any updates or changes to this Notice.
5. The Privacy Notice is be available on our website www.thegreatdaneclubofwales.co.uk/
6. The term '**Users**', applies to Officers, Committee Members, Members, Judges, Exhibitors, Competitors and Website Visitors.

2. Data Protection Controller Contact

1. The contact details for our Secretary for any data protection queries are as follows:
 - *Email* – honsecgdcw@gmail.com
 - *Telephone* - 01179 560664

3. Data Protection Principles

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

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



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5. Kept only as long as necessary for the purposes we have told users about.
See our Retention Policy on our Website. www.thegreatdaneclubofwales.co.uk/
6. Kept securely,

4. Users rights as a data subject

The General Data Protection Regulation provides the following rights (subject to some exemptions).

- a. The right to request access to the personal data that we hold about them.
- b. The right to request rectification of the personal data that we hold about them.
- c. The right to request erasure of the personal data that we hold about them.
- d. The right to request restriction of processing about them.
- e. The right to object to processing; and the right to data portability.

If users wish to raise a complaint on how we have handled their personal data, users can contact our Secretary at the details above. (2.1)

If users are not satisfied with our response or believe we are processing their personal data not in accordance with the law users can complain to the Information Commissioner's Office (ICO) full contact details for which can be found at: <https://ico.org.uk/global/contact-us/>

5. How we will use information about User's.

We will only use user's personal information when the law allows us to. Most commonly, we will use of user's personal information in the following circumstances.

- a. Where we need to perform the contract, we have entered into with them.
- b. Where we need to comply with a legal obligation.
- c. Where it is necessary for our legitimate interests (or those of a third party) and user's interests, and fundamental rights do not override those interests.
- d. We may also use user's personal information in the following situations, which are likely to be rare.
 - i. Where we need to protect their interests (or someone else's interests).



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- ii. Where it is needed in the public interest or for official purposes.
- iii. To maintain our records and other administrative purposes, including updating their details and preferences.
- iv. To assist with queries, complaints and dispute resolution.
- v. For communications related to membership and invitations to participate in canine market research or canine health studies:
- vi. 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.

We will ask for user's direct consent *if* we intend to use their personal data for marketing purposes. Where our processing of personal data is based on users having given consent, they have the right as a data subject to withdraw that consent at any time. If users wish to invoke this right, please notify the Secretary using the contact details set out in *Section 2 (2.1)* above.

Users have the right to lodge a complaint with a supervisory authority. In the United Kingdom, the supervisory authority is the Office of the Information Commissioner, full contact details for which can be found at:

<https://ico.org.uk/global/contact-us/>

6. Recipients of Data

1. We may use service providers to help us provide users with our services. Personal data may be transferred to such service provider, who 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.
2. Such third parties have contracted with us as data processors under the requirements in the GDPR18. They are contractually bound to only use personal data for the agreed purpose(s). Relevant persons working for these third parties will have access to user's personal data under the terms of the data processor contract, but only to the extent necessary to perform their services for us.
3. These data processors agree to implement reasonable contractual and technical protections, to keep user's data confidential, not sell users personal data to third parties and to not disclose user's personal data to third parties except as may be required by law, as permitted by us or as stated in this Privacy Policy.
4. In appropriate circumstances we may disclose data to authorised bodies as required by law.



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7. Website (Cookies)

Our website Hosting Company Automattic Inc., collects cookies.

By continuing to use our website, you agree to their use.

Automattic Inc Privacy policy. <https://automattic.com/privacy/>

Learn more, including how to control cookies. <https://automattic.com/cookies/>

8. Accessing and updating user's data

1. Users must maintain the accuracy of your information and ensure all their details, including but not limited to, name, address, title, phone number, e-mail address and payment details are always kept up to date. User's must do this by updating their personal details by contacting the club secretary. (2.1)
2. Users have a legal right to see a copy of the information the Great Dane Club of Wales holds about you. Provision of such information may be subject to the payment of a fee (currently £20.00). Upon request the Great Dane Club of Wales will provide users with a readable copy of the data they hold about them. Users also have the right to correct any errors in the information that the Great Dane Club of Wales holds about them. Users should let the Great Dane Club of Wales know about changes to their details so that records are accurate and up to date. To contact the Great Dane Club of Wales regarding either of the above points, please email their requests to the club secretary, so that we can obtain this information for them. (2.1)

9. Third Party Websites

The Great Dane Club of Wales website may contain links to other websites. Great Dane Club of Wales is not responsible for the privacy policies or practices of these third-party websites

10. Changes to the Privacy Policy

The Great Dane Club of Wales reserves the right to add to or change the terms of this Privacy Policy at their sole discretion, without prior notice. If the Great Dane of

Wales changes this Privacy Policy, they will post the new Privacy Policy on their website, and it will become effective from the time of posting to the website. Uses

should visit this Privacy Policy on a regular basis to make sure they have read the latest version and understand what the Great Dane Club of Wales does with their information



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11. Contact Details

Please contact the Secretary above if users have any questions or concerns about personal data and privacy. (2.1)



APPENDIX 1

This Appendix sets out the way the Great Dane Club of Wales processing of personal data relating to users (including officers of the club, committee members, judges and exhibitors / competitors).

1. What Users personal data do we process.

Club Officers, Committee Members and Members:

- Name
- Address
- Email address
- Telephone number

Judges:

- Name
- Address
- Email address
- Telephone number
- Judging History

Exhibitors/Competitors:

- Name
 - Address *
 - Email address *
 - Telephone number *
 - Dog information
- (* may be withheld on request)

2. We process Users personal data for the following purposes:

1. Provision of membership services including administration and transactional communications relating to membership. *(Contractual Necessity)*
2. Compliance with Kennel Club Rules and Regulations. *(Contractual Necessity)*
3. Upholding the Club/Society Rules and Code of Ethics. *(Contractual Necessity)*
4. Administration and transactional communications relating to judging appointments. *(Contractual Necessity)*
5. Administration and transactional communications for exhibitors/competitors entering our events *(Contractual Necessity)*
6. Publication in the Club/Society judges' list and for appointments in the show/event schedules. *(Legitimate Interests)*



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7. Contacting users regarding newsletters, invitations and information about club events/meetings. (*Legitimate Interests*)
8. Provision of services relating to our events (*Contractual Necessity*)
9. Publication in the Members handbook/yearbook and/or on our website (Committee Members). (*Consent*)
10. Publication of user's name/s, address and dog information in Show Schedule/Catalogue [subject to right to object] (Club Officers, Committee Members, Exhibitors/Competitors). (*Consent*)
11. Contacting users by email to provide related information and information/marketing communications (if any). (*Consent*)
12. Publication of event results on our websites. (*Legitimate Interests*)
13. Contacting you regarding future events. (*Legitimate Interests*)

We also process personal data for the Clubs legitimate interests as we have outlined in the main Privacy Notice (paragraph 5). Please be assured that we will always take account of your personal data rights in doing so.

5. Where do we obtain Users personal data?

Most of the above personal data is received direct from users. However, information may be received from third parties.

6. How long do we hold Users personal data for?

Personal data will be retained in accordance with statutory requirements, Kennel Club requirements and recommendations and the club's retention policy which is available on request.

7. Are Users obliged to provide us with their personal data?

Users are not obliged to provide the personal data in question. However, if users do not provide personal data, we will be unable to perform any contract we have with users for the provision of membership services, judging appointments or event services.

8. Recipients of Users personal data

Kennel Club records

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

We provide the Kennel Club with details of the Great Dane Club of Wales officers and Challenge Certificate winners at our events to meet requirements in the Kennel Club Rules and Regulations.



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We provide 'show entrants' data to the Clubs' printer for inclusion in the show catalogue.

9. Do we use Users data for any automated decision-making?

No personal data is processed for automated decision-making.

Any financial data arising from a transactional process will be held securely by the Great Dane Club of Wales in accordance and compliance with all statutory and HMRC requirements.