



BAVARIA OWNERS' ASSOCIATION www.bavariaowners.co.uk

Privacy Notice in Relation to the Personal Information it Holds of its Members

This privacy notice sets out on behalf of members and other club users what personal information the Bavaria Owners' Association ("the Association") processes, that is, collects, stores and uses, why it does so and for how long it retains data. It summarises the rights of individuals with regard their personal information which the Association holds and gives a clear commitment to the Association's adherence to all laws and regulations relevant to the processing of personal data.

The Association holds and processes personal data for several different purposes:

1. To set up and manage membership of the Association. Data includes names, addresses, contact details, boat names, descriptions and locations. At cessation of membership it will delete this information after 12 months, to enable any renewal or financial issues to be resolved. You can ask that we delete this also at six months or earlier if all outstanding membership issues have been resolved. The Association may retain some anonymised data for its own statistical use only.
2. To provide services to members – communications and administration and notification of Association activities, offers, services and events, using the above data.
3. For the compilation of the Members' Register on the Association website. The data used are name, boat details and location. These data are only included by express consent of the member concerned and who can ask for these to be amended or deleted at any time.
4. For the administration of the website Forum where members may post information of their own choosing. Access to the Forum is by individual user name and password.

With the exception of the provision of security, the data collected for these tasks may include information on special needs or of food allergies for example. Application forms from which data is taken may contain information on more than one person, such as an application to take part in an Association rally or social event. Such information will be deleted within one month unless required for some specific purpose connected with the event.

Reports of Association events may be published to members by email, on the website or in hard copy and may include some personal data, such as boat names and photographs. No sensitive data will be included.

The Association does not collect information directly from children but, where children participate in Association events, their data may be kept indefinitely for reasons of child protection.

Any images used by the Association will be incidental and will not allow identification of individuals except by those who know them.

For the collection, storage and use of personal data the Association relies mainly on the legal basis of contract and, in some specific instances described above, on consent. For images captured by photography, the Association relies on legitimate interest as the lawful basis for processing.

Most personal data are processed within the Association but some are held in cloud-based applications, for example its emails, which may contain personal information, and the website.

Data Subjects – Association members – have the following rights: to be informed on how the Association uses data (the purpose of this privacy notice), to access in order to verify that their personal data is being used lawfully, to rectification or updating, to erasure (the right to be forgotten) when there is no longer a compelling reason for its continued processing, and to restrict processing (although some restrictions might prevent the delivery of services to members or even cause cessation of membership). Where the Association has obtained consent for data use, that consent can be withdrawn at any point. All Data Subjects have the right to complain about data management and processing to the Information Commissioner (www.ico.org.uk).

Individuals also have the right to object to the Association over processing based on legitimate interests or the performance of a task in the public interest/exercise of official authority (including profiling), or on direct marketing or for purposes of scientific/historical research and statistics.

The Bavaria Owners' Association is under current data protection laws a Data Controller and as such gives a commitment to comply with all relevant regulations and to respect the rights of its members and other persons rights in respect of their personal information, or data, it might hold. All queries, issues or concerns on data protection should be made to the Association Commodore and its Personal Data Protection Policy is available to members on the website. The Association's Committee is responsible for delivery of the policy.