



ANICC PRIVACY POLICY



The Association of Northern Ireland Clubs (ANICC) respects your privacy, and we will only use your information in the way we describe in this policy. When using your information, we aim to be fair, transparent, and to follow our obligations under UK data protection laws. Your information is used for administering championship, membership and activities.

The Association Council is the Data Controller for the purpose of both GDPR and the Data Protection Act 2018. The Controller determines the purposes and means of processing personal data and is responsible for, and must be able to demonstrate, compliance with the principles.

All Association elected Officers together with the elected/nominated Championship Co-ordinators, Specialist Committee Chairs, Regional Training Officer, Website Administrator, Safeguarding Officers and Social Media manager are data processors for the Association. The processors are responsible for processing personal data on behalf of the Controller and are required to maintain records of personal data and processing activities.

Our contact for privacy and data is the Association Honorary Secretary.

Awareness

The Association elected Officers together with the nominated Regional Training Officer, Website Administrator, Safeguarding Officers and Social Media manager are aware of the requirements and impacts of the “General Data Protection Regulations” and are familiar with the ANICC’s policies. The Officers must review the Association’s data protection policy annually or as required and pass this on to all the ANICC Championship Coordinators and Officials.

Collecting Your Information

The ANICC collects your information when you fill in paper forms, on line forms, membership applications, renewals etc. The ANICC holds the following personal data of its current championship contenders, past contenders, members clubs and all Association elected members (current and prior):

- Name
- Address
- Telephone Numbers
- Email addresses

Using your information

The ANICC uses your information to administer Championship registration(s) and provide you with benefits. We also use your information when you enter championship events. We may publish some of your information alongside Championship points and results, on the ANICC Website and social media pages, which will be in the public domain.

When you give us information about another person, such as a child, parent, guardian, or emergency contact you should let that person know that you have given us the information.

To support your relationship with the ANICC we may keep some of your personal data indefinitely.

Sharing your information

Personal data will not be shared or sold to any organisations or individuals.

Limited personal information (for example your name and town of residence) may be shared through publicity (for example a press information release prior to and/or following an event).

Security of your information

Your information is held securely by us. The Association holds your personal data on password protected IT systems. All IT systems are secure and can only be accessed by authorised people who hold the necessary passwords. We have taken all reasonable steps to protect your information. Your information will not be transferred outside the European Economic Area.

Your rights

Unless subject to an exemption [under the GDPR], you have the following rights with respect to your personal data: -

- The right to request a copy of your personal data which the Association holds about you and a list of locations that data is held and shared with
- The right to request that the Association corrects any personal data that is found to be inaccurate or out of date
- You may ask us to stop using your information, and to delete it, although we only maintain a skeleton set of your information. If you ask us to do this, we will not be able to continue our contract with you
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing
- The right to lodge a complaint with the Information Commissioners Office (www.ico.org.uk)

Subject access requests

All data and processing requests will be dealt with by the Association's Honorary Secretary and event organisers with a target to respond to any request within 30days.

Lawful basis for processing personal data

The ANICC consider "legitimate interests" [Article 6(1)(f)] as a lawful basis to process personal data. The ANICC believes this basis is the most appropriate to enable the Association to function and maintain its long-standing business model, keeping registration lists, sending out information/minutes, championship points, informing members of Association benefits, services, technical items, events, competitions, activities, by post, telephone and email. We have checked that the processing is necessary and that there is no less intrusive way to achieve the same result. We are confident that the interests of individuals do not override those legitimate interests. We only use individuals' data in ways they would reasonably expect.

This privacy notice was last updated on 25th May 2018, and we will communicate any future changes to you.