



**GLASGOW & NORTH STRATHCLYDE BADMINTON GROUP
DATA PRIVACY POLICY**

1. About this Policy

This policy explains when and why Glasgow & North Strathclyde Badminton Group (“group”) collect personal information about our volunteers and competition entrants, how we use it and how we keep it secure and your rights in relation to it.

The group may collect, use and store your personal data, as described in this document.

We reserve the right to amend this Data Privacy Policy from time to time without prior notice. You are advised to check our [website](#) or [facebook](#) regularly for any amendments.

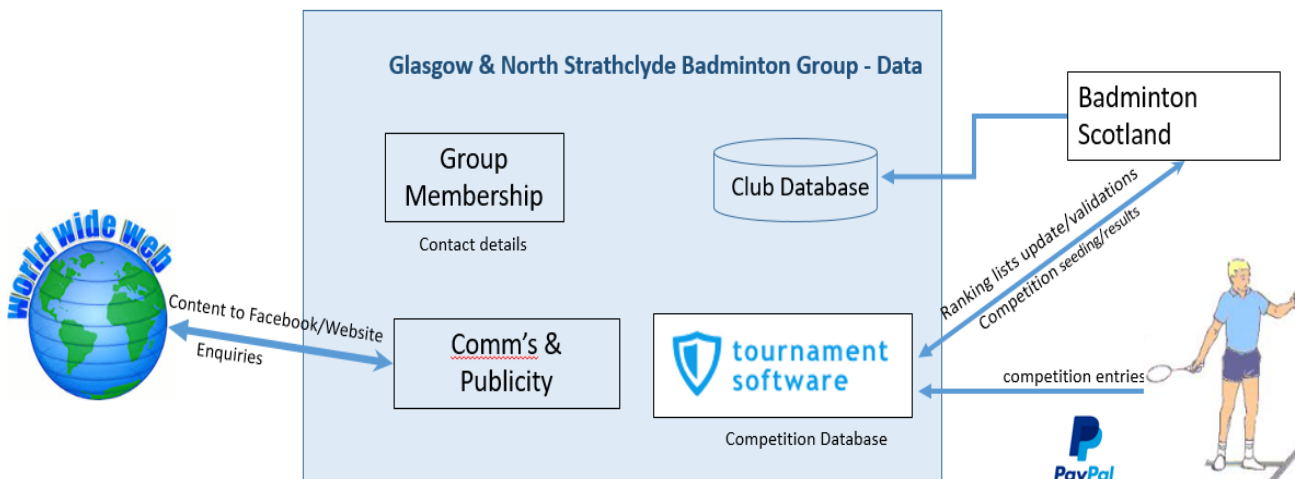
As a volunteer organisation we will do our very best to comply with the General Data Protection Regulation (**GDPR**) when dealing with your personal data. Further details on the GDPR can be found at the website for the Information Commissioner (www.ico.gov.uk). For the purposes of the GDPR, the group will be the “controller” of all personal data we hold about you.

2. Who are we?

We are Glasgow & North Strathclyde Badminton Group. We champion badminton for Badminton Scotland in Glasgow, East and West Dunbartonshire, Argyll and Bute council areas. Representing over fifty clubs and 1000+ players of all standards we organise competitions, coaching and events and do all we can to support badminton in our area.

We can be contacted via our [website](#) or [facebook](#)

3. What information we collect and why.



WHAT	SOURCE	SHARED WITH / PROCESSED BY	HOW USED	DURATION KEPT	HOW DELETED
Name and contact details of group committee members	Committee Members	Bad Scot; Group Committee	Registered with for Bad Scot; to communicate with members – share info & advertise events	As long as they are committee members. Deleted within 90 days when membership stops	Electronically deleted.
Competition Entries, name, contact details, playing partners, etc	From players entering competitions, squads and events.	Stored on tournament software, Results shared with Bad Scot for seedings & rankings.	For seeding, to ensure smooth running of competitions	Competition results are stored indefinitely on tournament software	Electronically deleted
Financial Payments	From players entering competitions, squads and events	PayPal	Online Payments are handled via Paypal. Offline via bank transfer and cheque	Data held outside Paypal is deleted within 90 days of a competition	Electronically deleted
Photos of players	Event organisation team (committee/volunteers)	Group website; local newspaper; social media; group archive	Results and news items; archive for posterity	Indefinite, or upon request	Electronically deleted.

4. How we protect your personal data

We use generally accepted standards of technology and information security in order to protect personal data from loss, misuse, or unauthorised alteration or destruction.

Note however that where information is transmitted over the internet it can never be guaranteed to be 100% secure.

For any payments that we take online, we will use PayPal a recognised online secure payment system.

We will notify you promptly in the event of any breach of your personal data that might expose you to serious risk.

5 Who else has access to the information you provide us?

We will never sell your personal data. We will not share your personal data with any third parties without your prior consent (which you are free to withhold) except where we are required to do so by law or as set out in the table above.

We may pass your personal data to third parties who are service providers, agents and subcontractors to us for the purposes of completing tasks and providing services to you on our behalf (e.g. to send you mailings). We do this for the purpose of our legitimate interests in operating the group. However, we disclose only the personal data that is necessary for the third party to deliver the service and we have a contract in place that requires them to keep your information secure and not to use it for their own purposes.

We may also pass your personal data to Badminton Scotland for the purposes of carrying out surveys when it is in the legitimate interest of the group and Badminton Scotland to do so. Badminton Scotland may use third parties to carry out the surveys but disclose only the personal data that is necessary for the third party to do so and will have a contract in place that require the third party to keep your information secure and not to use it for their own purposes.

6 How long do we keep your information?

We will hold your personal data on our systems for as long as you are a member of the group and for as long afterwards as it is in the groups' legitimate interest to do so or for as long as is necessary to comply with our legal obligations. We will review your personal data every year to establish whether we are still entitled to process it. If we decide that we are not entitled to do so, we will stop processing your personal data except that we will retain your personal data in an archived form in order to be able to comply with future legal obligations e.g. compliance with tax requirements and exemptions, and the establishment, exercise or defence of legal claims.

We delete all financial information once we have used it and no longer need it.

7 Your rights

You have rights under the GDPR:

- to access your personal data
- to be provided with information about how your personal data is processed
- to have your personal data corrected
- to have your personal data erased in certain circumstances
- to object to or restrict how your personal data is processed

You have the right to take any complaints about how we process your personal data to the Information Commissioner:

<https://ico.org.uk/concerns/>

0303 123 1115.

Information Commissioner's Office – Scotland
45 Melville Street
Edinburgh
EH3 7HL

For more details, please address any questions, comments and requests regarding our data processing practices via our [website](#) or [facebook](#)

8 Document History

27/11/2020 – No material changes, quick review and facebook links updated.