

BRADING HAVEN YACHT CLUB DATA PRIVACY STATEMENT

Brading Haven Yacht Club ["The Club"] as a Data Controller, declares its commitment to comply with all current and anticipated Data Protection laws applicable to the UK.

The Club holds and processes personal and special/sensitive personal data for these **purposes**:

1. Personal data of Members (Data Subjects) of The Club is held: for the purpose of record-keeping, administration and the support of Members and their Guests, and for communicating with Members in accordance with The Club Rules

) *Membership data is not shared with any third party nor used for marketing purposes*

2. The personal data of Employees is held and processed for the purposes of satisfying relevant law and for the support and management of The Club's staff.
3. The Club holds digital image data from Closed Circuit Television (CCTV) apparatus which is held for the purpose of security and the prevention and detection of crime.

) *Employment and CCTV data is only shared as required by law, or, in the case of CCTV, as ordered by law enforcement bodies.*

4. Personal data of Members with moorings or berths in Bembridge Harbour is processed in order that the Harbour Authority may exercise its statutory functions.

) *Mooring and berthing personal data is shared with Bembridge Harbour Authority.*

5. Personal and relevant health (sensitive/special) data is processed only: for Members who undertake RYA/MCA or other sailing-related Training, or approved racing under The Club's authority and control; and for persons undertaking trial sailing sessions.

) *Members' personal data may be shared with the Royal Yachting Association and Maritime and Coastguard Agency for the purposes of the issue and recording of RYA/MCA Certificates. Members' personal and relevant health data may be shared as necessary with The Club's approved and contracted Instructors and Racing Officers/Race Results service.*

The **Lawful Basis** for processing under 1. 2. and 3. above is for the necessary pursuit of The Club's legitimate interests.

The **Lawful Basis** for processing under 4. and 5. above is necessity under Statute and, under 5. additionally, for the protection of the vital interests of those Members and persons concerned and shall in each case require their specific and unambiguous consent on the relevant Application Forms.

Retention: data is stored and processed only for the period during which processing is necessary and is thereafter archived. The Club's Data Retention Schedule may be viewed at The Club. All data is securely hosted and is erased after a maximum of 6 years archiving.

All Data Subjects have the following **Rights**: of Access to their data held; to any Rectification necessary; and in respect of 4. and 5. above, to Withdraw their consent to further processing. All Data Subjects have the Right to Complain about data management and processing to the Information Commissioner (www.ico.org.uk). (From 25th May 2018 no charge may normally be made in exercise of these Rights).

The Club's **Data Protection Statement** may be accessed at The Club's premises or on The Club's website. All **enquiries, issues or concerns** in connection with Data Protection matters shall be raised in the first instance with the Secretary.