



Data Privacy Notice

Definitions

'The Society' and 'we' refer to the Old Lorettonian Golfing Society. 'Members' and 'you' refer to members of the Old Lorettonian Golfing Society.

Your Personal Data

'Personal data' is any information about a living individual which allows them to be identified from that data (for example a name, photograph, videos, email address or physical address). Identification can be through the information alone or that information in conjunction with any other information.

Data processed by the Society

Contact information about Society Members

Golfing information about Society Members (e.g. handicap data, records of matches, meetings applied for and played in)

Demographic information about Members (e.g. date of joining the Society, age, date of resignation golf club memberships)

Information about payment of subscriptions and other sums due to the Society

Photographs of Members and of events at which Members may be present and other information which may refer to Members which are held for archival purposes, all being relevant to the history of the Society

How do we process your personal data?

We will seek to keep personal data up-to-date; store and destroy it securely; not collect or retain excessive amounts of personal data; keep personal data secure and endeavour to protect personal data from loss, misuse, unauthorised access and disclosure.

What are the purposes for which we process personal data?

To enable us to organise the activities of the Society; e.g. matches and other fixtures in which the Society plays or is represented, including our own meetings

To arrange appointments and elections of Society officers and match managers and to inform Members about these appointments

To maintain our own accounts and records



To seek Members' views and comments

To send Members communications which may be of interest to them

What is the legal basis for the processing of personal data?

Our processing of personal data is confined to what is necessary for our legitimate interests.

Sharing personal data

Personal data will only be shared with other Members in order that Members can make contact with each other as appropriate to the social and sporting purposes of the Society. Personal data will only be shared with third parties where it is necessary for the effective management of golfing or social fixtures and events in which the Society is involved.

How long do we keep personal data?

We will keep personal data permanently if we are legally required to do so. We may keep some personal data for an extended period of time; e.g. if that data is considered desirable for archival purposes in order to keep a history of the Society. In general, we will endeavour to keep personal data only for as long as we need it.

Your rights and your personal data

You have the following rights with respect to your personal data:

1. The right to access the information we hold on you. At any point you can contact us to request the information we hold on you as well as the reasons for us to hold that information, who has access to it, and where we obtained it from. We will respond to any requests within one month.
2. The right to correct and update the information we hold on you. If the data we hold on you is out of date or incorrect you can contact us and we will update it.
3. The right to have your information erased. If you request that your data be erased we will confirm whether it has been deleted or the reason why it cannot be deleted (e.g. because we need it for our legitimate interests or regulatory purposes).
4. The right to object to the processing of your data. If you request this we will confirm whether we are able to comply or whether we have legitimate grounds to continue to do so such as in order to comply with our obligations or defending legal claims.
5. The right to data portability. If you request that we transfer your data to another controller we will do so within one month providing it is feasible to do so.
6. The right to withdraw your consent to the processing of personal data for which your consent was sought. You can do this by email or post; see contact details below.
7. The right to lodge a complaint to the Information Commissioner's Office.



Further processing

If we wish to use your personal data for a new purpose not covered by this notice we will issue a new notice explaining this new use prior to doing so.

Contact details

If you have any questions about this Privacy Notice or your personal data please contact the Treasurer, Robert Rigg, The Forge, 272 Turleigh, Wiltshire, BA15 2HG. robert@bam-boo.com.sg

You can contact the Information Commissioner's Office at <https://ico.org.uk/>