



## UK WOMEN'S DISC GOLF ASSOCIATION

### Privacy Policy

The UK Women's Disc Golf Association (UKWDGA) website and social media outlets (Facebook & Instagram) are available for your personal use and viewing. In accessing these sites you accept these Terms and Conditions that take effect from the time that you commence usage. The UKWDGA reserves the right to change any of these terms and conditions at any time.

#### Privacy Statement

The UKWDGA website does not store or capture personal information when you are browsing, but merely logs the user's IP address that is automatically recognised by the web server in order to avoid spam access. We do not use cookies for collecting user information. The website and social media outlets may be used as a means to collect the details required for UKWDGA Membership. Our Online and Social Media Policy outlines how we will manage our social media presence.

#### Data Protection

The UKWDGA is privacy conscious and is strongly committed to your right to privacy and this policy is in line with the guidance of the Data Protection Act 2018, which is the UK's implementation of the General Data Protection Regulation 2018 (GDPR).

#### The General Data Protection Regulation 2018

The General Data Protection Regulation 2018 sets out the rules for processing and holding personal information whether that be paper records or data held on computers.

#### UKWDGA and Storage of Data

The Data Protection Act states when records of personal information are held, those holding them must be open about how the information is used.

The Act states that data must be:

- Fairly and lawfully processed;
- Processed for limited purposes;
- Adequate, relevant and not excessive;
- Accurate;
- Not kept for longer than is necessary;
- Processed in line with your rights;
- Secure.



If you believe that the UKWDGA is not processing and managing your personal data in accordance with these principles please contact the UKWDGA immediately via email at [info@ukwdga.org](mailto:info@ukwdga.org)

### **What data will the UKWDGA collect**

These are the areas where the UKWDGA will collect personally identifiable data. Permission will also be obtained from parents of any members under the age of 18 years, for their information to be held:

- Completing of Annual Membership details (name, postal address, date of birth, email address);
- Who holds which Annual Bag Tag;
- Attendance at Events run by the UKWDGA;
- Event results;
- Membership of other organisations and clubs related to Disc Golf;
- Email or telephone correspondence with the UKWDGA.

All personally identifiable information provided to the UKWDGA will be processed in accordance with the principles of the Data Protection Act 2018.

### **Third parties**

The UKWDGA will tell you, when it collects your data, who it may share your information with. However, the UKWDGA's policy is to disclose information to third parties only if explicitly required to do so by United Kingdom Law or where your consent has been obtained.

The UKWDGA does not collect any information to sell to external parties for marketing or mailing purposes on behalf of third parties.

### **What are Your rights**

Under the Data Protection Act 2018, you have rights on how we use your personal data:

#### *Your Right to Access*

You have the right to request a copy of the personal data that we hold about you by contacting UKWDGA via the email given below. We will ask you to provide information that will enable us to verify who you are. We will respond within 1 month of your request. It should be noted that there are exceptions to this right. We may be unable to make all information available to you if, for example, making the information available to you would reveal personal data about another person, if we are legally prevented from disclosing such information, or if there is no basis for your request, or if it is excessive.



### *Your Right to rectification*

We aim to keep your personal data accurate and complete. The data is only as good as that provided to us by you. If your personal data is not accurate or changes please contact us via the email details below, so that we can keep your personal data up-to-date.

### *Your Right to have your details deleted*

You have the right to request the deletion of your personal data if it is no longer needed for the purposes for which they were collected, where you withdraw your consent for it to be retained or your personal data has been unlawfully gathered and retained. To make a request for your personal data to be removed, please contact us using the email contact details provided below.

Your UKWDGA Membership details will be removed automatically 1 month after the start of the Membership Year commencement date, if a renewal application has not been received for processing.

### **Data Protection contact details at the UKWDGA**

**Email: [info@ukwdga.org](mailto:info@ukwdga.org)**