



Coalhouse Fort RYC

Privacy Policy

CHFRYC has a privacy policy. We are affiliated to the MYA. CHFRYC, like the Model Yachting Association (MYA), are committed to protecting and respecting your privacy.

This Policy explains when and why we collect personal information about people who register on our website and/or join CHFRYC by whatever means, how we use it, the conditions under which we may disclose it to others, how we keep it secure and your rights in relation to your personal data.

We may change this Policy from time to time so please check the website occasionally to ensure that you are happy with any changes. By registering on our website or by becoming a member, you are agreeing to be bound by this Policy.

CHFRYC's General Data Protection Regulation (GDPR) responsible persons will be one or both of the Chairman or treasurer. This arrangement provides backup of cover and facilitates due diligence in the management of this policy.

Any questions regarding this Policy and our privacy practices should be sent by email to John Newton (johnnewton43@icloud.com)

Who Are we?

CHFRYC is a club made up of RC sailing enthusiasts based at Coalhouse Fort. It is an affiliated club to the MYA

The Model Yachting Association (MYA) is an association of clubs dedicated to encouraging and promoting model yacht sailing in all its formats. It is the recognised National Organisation in the UK. CHFRYC is an affiliated club based at Coalhouse Fort Essex.

How do we collect information about you?

We obtain information about you when you either register on any of our websites online, via telephone, in person or become a member of the MYA through an Affiliated Club like CHFRYC. CHFRYC will pass on some of your data to the MYA as you will become a member of the MYA

What type of information is collected about you?

The personal information we collect might include your name, address, email address, telephone number, IP address and any medical condition that you advised the event organisers of (this information is deleted 14 days after the event date). If you join the MYA, purchase a product or enter an event online, your card/payment information (if used) is not held by us, it is collected by our third party payment processors, who specialise in the secure online capture and processing of credit/debit card transactions, any payment information provided by you by other means (telephone/mail) is destroyed immediately after processing.

The legal bases for the processing of your personal data are as follows

- (a) you have given consent by providing the information on our membership website portal or through your club.
- (b) to enable the MYA to fulfil our contractual obligations to provide membership services and insurances including the MYA news.

How is your information used?

We may use your information to:

process your membership;

process orders that you have submitted;

to carry out our obligations arising from your membership;

dealing with entries to courses, seminars, workshops, contests and events;

seek your views or comments on the services we provide;

notify you of changes to our services;

send you communications which you have requested and that may be of interest to you. These may include information about MYA events and contests, government regulation changes that affect radio and free sailing and other MYA related news;

Creation of a membership database;

Council or District Officers' contact details appearing on the website or in the Yearbook may, with consent, include a personal address and phone number in addition to email contact details.

Event entry forms will, by necessity, carry contact details – primarily phone numbers of both the entry person/team and their next of kin. Entry forms will be completed on the website and collected by the Race Management Team. Since this data is limited to phone and email contacts, no direct management of the data by the MYA is necessary. Race Management Teams will not require contact data beyond the staging of the event, after which the data is to be deleted within 14 days.

How long do we retain your information?

We will hold your personal information on our systems for as long as is necessary to carry out our obligations in relation to your membership, or as long as is set out in any relevant agreement between us. Where an individual persons MYA membership lapses your information will be securely kept for a period of 5 years by the Membership Officer, after which your information will be deleted.

Disciplinary records will be held for a maximum of 5 years by the Commodore and Secretary before being permanently deleted. This is in line with the MYA.

Event entry and contact form data is deleted 14 days after the event or contact date.

Who has access to your information?

We will not sell or rent your information to third parties.

We will not share your information with third parties for marketing purposes.

If you have selected to join CHFRYC we will pass on the information to the MYA in order to administer your membership.

Third Party Service Providers working on our behalf: We may pass on your information to our third party service providers, agents subcontractors and other associated organisations for the purposes of completing tasks and providing services to you on our behalf (for example send you mailings such as the MYA News). However, when we use third party service providers, we disclose only the personal information that is necessary 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 direct marketing purposes. Please be reassured that we will not release your information to third parties beyond the MYA unless we are required to do so by law, for example, by a court order or for the purposes of prevention of fraud or other crime. When you are using our secure online payment pages, your payments are processed by a third party payment processor, who specialises in the secure online capture and processing of transactions. If you have any questions regarding secure transactions, please contact us.

How you can access and update your information?

The accuracy of your information is important to us. You can check the information we hold is correct on the members area of our website and update the information if necessary directly through the website, or by email to membership@mya-uk.org.uk or write to us at; John Newton. 2 Woodlands Close, Rayleigh. Essex. SS6 7RG.

Links to non MYA websites?

Our website may contain links to other websites run by other organisations. This privacy policy applies only to our website, so we encourage you to read the privacy statements on the other websites you visit. We cannot be responsible for the privacy policies and practices of other sites even if you access those using links from our website.

In addition, if you linked to our website from a third party site, we cannot be responsible for the privacy policies and practices of the owners and operators of that third party site and recommend that you check the policy of that third party site.

What are your rights?

(a) the right to access;

You have the right to confirmation as to whether or not we process your personal data and, where we do, access to the personal data, together with certain additional information. That additional information includes details of the purposes of the processing, the categories of personal data concerned and the recipients of the personal data. Providing the rights and freedoms of others are not affected, we will supply to you a copy of your personal data. The first copy will be provided free of charge, but additional copies may be subject to a

reasonable fee. You can access your personal data by visiting your members dashboard when logged into our website.

(b) the right to rectification;

You have the right to have any inaccurate personal data about you rectified and, taking into account the purposes of the processing, to have any incomplete personal data about you completed.

(c) the right to erasure;

In some circumstances, you have the right to the erasure of your personal data without undue delay. Those circumstances include: the personal data being no longer necessary in relation to the purposes for which the data was collected or otherwise processed, you are no longer a member of CHFRYC and wish the data not to be held for our standard 5 year period.

Please note a request for data erasure for a current member would require that member to forfeit membership. The data is required for us and the MYA to fulfil its obligations.

(d) the right to restrict processing;

In some circumstances, you have the right to restrict the processing of your personal data. Those circumstances are: you contest the accuracy of the personal data; processing is unlawful but you oppose erasure; we no longer need the personal data for the purposes of our processing, but you require personal data for the establishment, exercise or defence of legal claims; and you have objected to processing, pending the verification of that objection. Where processing has been restricted on this basis, we may continue to store your personal data. However, we will only otherwise process it: with your consent; for the establishment, exercise or defence of legal claims; for the protection of the rights of another natural or legal person; or for reasons of important public interest.

(e) the right to object to processing;

You have the right to object to our processing of your personal data for direct electronic communications purposes. If you make such an objection, we will cease to process your personal data for this purpose. You can set your electronic communications preferences on your members dashboard when logged into our website

(f) the right to data portability;

To the extent that the legal basis for our processing of your personal data is:

(1) consent; or

(2) that the processing is necessary for the performance of a contract to which you are party or in order to take steps at your request prior to entering into a contract,

and such processing is carried out by automated means, you have the right to receive your personal data from us in a structured, commonly used and machine-readable format.

However, this right does not apply where it would adversely affect the rights and freedoms of others.

(g) the right to complain to a supervisory authority;

If you consider that our processing of your personal information infringes data protection laws, you have a legal right to lodge a complaint with the Information Commissioner's Office.

<https://ico.org.uk>

(h) the right to withdraw consent.

To the extent that the legal basis for our processing of your personal information is consent, you have the right to withdraw that consent at any time. Withdrawal will not affect the lawfulness of processing before the withdrawal.

You may exercise any of your rights in relation to your personal data by written notice to us or by email to the club Chairman or Treasurer, contact detail on the club website or to secretary@mya-uk.org.uk at the MYA. They can also be contacted by writing to ...

MYA Secretary
24 Mercot Close
Oakenshaw South
Redditch. B98 7YX

Changes to the privacy notice and your duty to inform us of changes.

This version was last updated on 16th May 2018.

The data protection law in the UK will change on 25 May 2018.

It is important that the personal data we hold about you is accurate and current.

Please keep us informed if your personal data changes during your relationship with us.

This policy is in line with the MYA. We have used the MYA policy as a model. CHFRCY is an affiliated club to the MYA.