

DATA PRIVACY NOTICE

Aberdeen and District Angling Association

1. Your personal data – what is it?

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by the General Data Protection Regulation (the "GDPR").

2. Who are we?

Aberdeen and District Angling Association (ADAA) is the data controller (contact details below). This means it decides how your personal data is processed and for what purposes.

3. How do we process your personal data?

ADAA complies with its obligations under the "GDPR" by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

We use your personal data for the following purposes: -

- To comply with the objectives of the Association as specified in its Constitution;
- To administer membership records;
- To fundraise and promote the interests of the Association;
- To manage our contractors and volunteers;
- To maintain our own accounts and records;
- To inform you of membership annual renewal arrangements, the AGM, news, events, and activities;
- To share your contact details with our preferred Printing Supplier so they can keep you informed of membership annual renewal arrangements, the AGM, news, events, and activities;
- To share your contact details with Somers Fishing Tackle so they can process annual membership fees

4. What is the legal basis for processing your personal data?

- Legitimate interests of the data subject so that we can keep you informed about membership annual renewal arrangements, the AGM news, events, activities and services and keep you informed about ADAA matters;

5. Sharing your personal data

Your personal data will be treated as strictly confidential and will only be shared with our preferred Printing Supplier and Somers Fishing Tackle in order to carry out a service for ADAA or for purposes connected with ADAA. We will only share your data with third parties with your consent.

6. How long do we keep your personal data?

We keep data as long as you are a member of ADAA. If you do not renew your membership fee we will hold it for up to 5 years following your non-renewal.

7. Your rights and your personal data

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data: -

- The right to request a copy of your personal data which ADAA holds about you;
- The right to request that ADAA corrects any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for the ADAA to retain such data;
- The right to withdraw your consent to the processing at any time
- The right to request that the data controller provide the data subject with his/her personal data and where possible, to transmit that data directly to another data controller, (known as the right to data portability), (where applicable) [*Only applies where the processing is based on consent or is necessary for the performance of a contract with the data subject and in either case the data controller processes the data by automated means*].
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of personal data, (where applicable) [*Only applies where processing is based on legitimate interests (or the performance of a task in the public interest/exercise of official authority); direct marketing and processing for the purposes of scientific/historical research and statistics*]
- The right to lodge a complaint with the Information Commissioners Office.

8. Further processing

If we wish to use your personal data for a new purpose, not covered by this Data Protection Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

9. Contact Details

To exercise all relevant rights, queries of complaints please in the first instance contact the Secretary at secretary@adaasales.co.uk or 01224875452, or at Aberdeen and District Angling Association, 27 Cove Circle, Aberdeen, AB12 3DG

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.

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