

IOMVAC

General Data Protection Regulation (GDPR) Policy and Procedure

The IOMVAC is committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership IOMVAC is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

What personal data we hold on you

You give IOMVAC information when you register with the Club by filling out a membership form. This will include your name, address, date of birth, phone number and email address.

Why we need your personal data

The reason IOMVAC need this data is to be able to administer your membership, and to provide the membership services you are signing up to when you register with the Club.

Reasons IOMVAC need to process your data include:

- Processing of membership forms and payments
- Sharing data with committee members to provide information about club activities, membership renewals or invitation to social events
- Publishing of race and competition results

Who we share your personal data with

When you become a 1st claim member, or renew your 1st claim membership, with IOMVAC you will automatically be registered as a member of England Athletics. The Club will provide England Athletics with your personal data which they will use to enable access to an online portal for you called myAthletics. England Athletics will contact you to invite you to sign into and update your MyAthletics portal which, amongst other things, allows you to set and amend your privacy settings. Any questions about the continuing privacy of your personal data when it is shared with England Athletics, please contact dataprotection@englandathletics.org

All members will also be registered with BMAF and invited to access BMAF's OpenTrack online portal, details of which can be found on the website www.bmaf.org.uk

How long we hold your personal data

IOMVAC will store your personal data on file for as long as you are a member of the Club. Your data is updated every year on annual membership forms. Your data is not processed for any further purposes other than those detailed in this policy.

Your rights regarding your personal data

As a data subject you may have the right at any time to request erasure of your personal data. As a data subject you are not obliged to share your personal data with IOMVAC, however, if you choose not to share your personal data IOMVAC may not be able to register or administer your membership.

Our promise to you regarding your personal data

- We will only ask for the relevant data to enable us to administer your membership.
- We will store your data in a safe, responsible manner and that storage may be electronic or paper based.
- We will keep your data up to date and allow you to change it by informing the Membership Secretary.
- We will only share your data with England Athletics and the BMAF so as to give you access to their services. We will not share your data with any other external organisation without your explicit authority.
- We will, as necessary, release data regarding race and competition results to relevant sports news publications and on our websites. This data will typically be restricted to name and age group.
- We will remove your data from the records that we hold when you cease to be a member of IOMVAC and will inform England Athletics and the BMAF of this. We will not be able to remove your details from historic data relating to race results and competitions.
- We will review our policy and procedures regarding GDPR on a regular basis.

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