



AMATEUR YACHT RESEARCH SOCIETY

DATA PRIVACY POLICY

Issue 03 dated 22.07.2022 (4 pages)

SUMMARY

The Amateur Yacht Research Society is committed to the promotion of research and development of ideas to make waterborne sports safer, faster and more fun. In order to carry out the efficient running of the Society it needs to collect, store and use personal data. The Society carries out these tasks in accordance with the General Data Protection Regulations (GDPR) which came into force on the 25th May 2018. An important change under these Regulations is the provision of a Data Privacy Policy.

ABOUT THE POLICY

The Policy explains when and why the Amateur Yacht Research Society (the Society) collects personal information about its members, how it uses it and keeps it secure, and your rights in relation to it.

The Society may collect, use and store your personal data, as described in this Data Privacy Policy.

The Society reserves the right to amend this Data Privacy Policy from time to time without prior notice. You are advised to check the Society's website (www.ayrs.org) or request a copy from the Hon Secretary to check for any amendments.

The Society will always comply with the General Data Protection Regulations (GDPR) when dealing with your personal data. Further details on the GDPR can be found at the website for the Information Commissioner (www.ici.gov.uk)

For the purposes of the General Data Protection Regulations (GDPR) the 'controller' for the Amateur Yacht Research Society will be the Hon Secretary who will carry out the duties of the Data Protection Officer.

WHO ARE WE?

AMATEUR YACHT RESEARCH SOCIETY

Registered Office: 9 Lynton Road, Thorpe Bay, Essex, SS1 3BE

Company Number: 785326

Educational Charity Number: 234081

Email: office@ayrs.org

Issue 03/ 1 of 4

WHAT INFORMATION DO WE COLLECT?

The Society collects and stores the following personal information:

- Title, Full Name and Address
- Home Telephone Number
- Mobile Telephone Number
- E-Mail Address
- Banking Details
- Class of Membership
- General Boating Experience

Members who register to use the AYRS website Discussion Forum will have their password verified by information held within the website software. The member's unique password cannot be accessed by the Society. If you are a member of the Society then your name and e-mail address is available to the website Moderator to ensure you get access to the members only areas of the website. Because of the open nature of the website, information displayed by a member on the Discussion Forum is in the Public Domain.

The Society may also collect and store articles, photographs, videos, etc sent by a member to the Society for publication and/or of general interest. AYRS claims a perpetual licence to publish this information and claim copyright on the form of publication. This does not prevent a member from publishing his original work elsewhere.

WHAT DO WE USE THIS INFORMATION FOR?

The Society collects personal information in order to carry out the following tasks:

- Maintain a Register of Members.
- Maintain a Record of Membership Fees, due, collected and/or overdue
- Circulation of CATALYST magazine
- Circulation of Notices and other items of Society information.
- Correspondence between the Society's Officers, Committee Members and Event Organisers and individual members or groups of members.

WHERE IS THIS INFORMATION KEPT?

Because the Society is run by volunteers and the Society does not maintain a Head Office, all of the current personal data collected and stored is held electronically in a Master Folder on rented space on a commercial server.

From time to time, certain details of personal information may be stored on either storage media or on the hard drives of the personal computers belonging to the Officers of the Society. Personal information may be held on a temporary basis on electronic media storage devices.

The Society maintains general accepted standards of password protected technology and operational security is used in order to protect electronic personal data from loss or misuse.

The Society holds a number of archived records on both electronic media storage devices and paper based records which are held in a storage facility under the control of the Officers of the Society.

The Society only holds personal data which is necessary for the efficient running of the Society and its website.

The Society does not supply personal data to any Third Parties, other than that which may be published in the List of Members, and made available to other members with your consent.

HOW LONG DO WE KEEP THIS INFORMATION?

The Society will hold your personal data for as long as you are a member of the Society. Your personal data will be reviewed each year to ensure that the Society is still entitled to hold it.

Issue 03/ 3 of 4

If you cease to be a member of the Society, the Society will retain your personal information as part of the Society's archived history which dates back to its formation in 1955. The Society may be obliged hold your archived personal information in order to comply with future legal obligations.

BREACH

In the event of a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosures of, access to, personal data, the Society shall promptly assess the risks to member's rights and freedoms and if appropriate report the breach to the Information Commissioner's Office.

MEMBER'S RIGHTS

A member has the right:

- To access his/her personal data.
- To be provided with information about how his/her personal data is processed.
- To have his/her personal data corrected.
- To have his/her personal data erased in certain circumstances.
- To object to or restrict how his/her personal data is processed.
- To have his/her personal data transferred to himself/herself.

For further information: please contact office@ayrs.org

Issue 03/ 4 of 4