

## **IFSC Golfing Society Privacy Statement – September 2018**

### **To whom does this Privacy Statement apply and what does it cover?**

This Privacy Statement applies to the IFSC Golfing Society (“IFSCGS” or “The Society”), a not for profit membership-based organisation based in Dublin, Ireland.

This Privacy Statement sets out how we will process your personal information as part of our mission of providing a networking forum, through golf activities and charitable events, for past and present IFSC executives of all golfing standards. Your personal information will be protected and handled with consideration for its confidentiality and IFSCGS will only disclose it as set out in the “To whom will we disclose your personal information?” section below. In this Privacy Statement, we refer to handling, collecting, protecting and storing your personal information as “processing”.

### **What personal information do we collect?**

In order to provide activities to you IFSCGS may collect “non-sensitive” personal information relating to you such as:

- Name
- Contact Details (such as work or home address, email and phone numbers)
- Golf handicap
- Competition results

IFSCGS does not anticipate the need to receive “sensitive” personal information (e.g. information about your health, racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data or sexual orientation).

### **How do we collect personal information?**

IFSCGS may collect personal information about you in different ways:

- you may provide it directly to us
- we may hold it because of your prior membership of the Society
- we may observe or infer it from the information you provide to us and/or the way you interact with us.

This personal information can be received in any manner, including in-person discussions, telephone conversations, and electronic or other written communications.

Without access to all the personal information that we need, we may be unable to provide or complete the activities.

A photographer will be present at some, if not all, IFSCGS events. Photos will be posted to our website and used in our marketing and communications collateral. If you do not wish to be included please mention to the photographer and/or contact the event organiser in advance.”

### **How do we use your personal information?**

IFSCGS processes personal information about you to:

- establish or maintain our relationship with you
- provide golfing, networking and charitable activities on your behalf .

### **On what basis do we process personal information about you?**

This Privacy Statement sets out the grounds upon which we rely in order to process your personal information.

We may use your personal information for the purposes outlined above because:

- (a) where relevant, you have applied to join and are a current or recent past member of the Society and processing your personal information is necessary for the performance of such membership; or
- (b) we have a legitimate interest in processing your personal information, which may be to:
  - provide activities to you;
  - evaluate, develop or improve our activities on behalf of members; or (c) we are subject to legal, regulatory or professional obligations.

### **To whom will we disclose your personal information?**

In connection with one or more of the purposes outlined in this Privacy Statement, we may disclose your personal information to:

- the Committee and other members of the Society. This includes disclosing contact details with other members of the Society for the purposes of running and administering the Society’s matchplay competitions.
- third parties to whom we disclose information in the course of providing services to you or to the entity that has engaged us to provide the services (e.g. golf venue providers where IFSCGS events are held).

IFSCGS does not sell or lease your personal information to others.

## **How do we keep your personal information secure?**

We have in place reasonable operational security measures to protect your personal information from loss, misuse and unauthorised access, disclosure, alteration or destruction. Only IFSCGS committee members with appropriate awareness of privacy obligations and the need to use your information in connection with our activities are provided access to your personal information.

## **How long will we keep your information?**

We retain personal information as long as is necessary to fulfil the purposes identified in this Privacy Statement or (i) as otherwise necessary to comply with applicable laws, or (ii) for not longer than 3 years from the later of either (a) the date of this Statement (25<sup>th</sup> May 2018) or (b) expiry of your membership.

Once your membership of the IFSCGS expires we will only use your information to keep you informed about Society activities and to invite you to re-join the Society.

## **What are your rights in relation to your personal information?**

You have various rights in relation to your personal information. In particular, you have a right to:

- obtain confirmation that we are processing your personal information and request a copy of the personal information we hold about you
- ask that we update the personal information we hold about you, or correct such information that you think is inaccurate or incomplete.

You also have the right to:

- ask that we delete personal information that we hold about you, or restrict the way in which we use your personal information
- withdraw consent to our processing of your personal information (to the extent our processing is based on your consent)
- ask us to stop or start sending you marketing messages at any time
- object to our processing of your personal information

Where you withdraw your consent to our processing of your information we will cease processing the relevant information for the purposes of providing our activities and the effect may be that we are no longer able to provide the activities. However, we may still retain a copy of the relevant information for as long as necessary to comply with applicable laws and regulations.

To exercise any of your rights or raise any questions that you have about our use of your personal information, please contact us using the details below.

## **Changes to this Privacy Statement**

We may modify or amend this Privacy Statement from time to time at our discretion. When we make changes to this Privacy Statement, we will amend the revision date at the top of this page and the modified or amended Privacy Statement shall apply to you and your personal information as of that revision date. We encourage you to review the Privacy Statement on our website periodically to be informed about how we are protecting your personal information.

## **Contact us**

If you have any questions or concerns regarding this Privacy Statement or your personal information, you can contact us via email at [secretary@ifscgolf.com](mailto:secretary@ifscgolf.com).