

# Dumfries Cycling Club

## Data Protection Policy (GDPR)

Dumfries Cycling Club (DCC) is established with the objects set out in its constitution, and is a data controller within the UK.

The personal information referred to in this Policy may include name, contact details, service records, records of entries to events, and such other information as may be necessary for the effective management of the legitimate interests of DCC. Any person wishing to verify the information held by the DCC may apply to the Club Secretary.

DCC collects and holds personal information about:

1. The members of the club.

- This information is used to facilitate administration and services. The information is compiled into a spreadsheet. Club Members' email addresses may be in committee member's address books for club purposes.

2. Others necessary for the conduct of the business of DCC.

- This information is used to contact other cycling groups or associated bodies for the club.

DCC may retain historical archives for example but not limited to, records of meetings, handbooks, catalogues, awards and other event results.

**As a club member your information may be shared on the club website, social media pages or in emails sent by the club. This data will only be shared in the event that either you are a club volunteer, have participated in a race or challenge event or have recorded a major achievement. This data will be limited to your name, race results (if applicable) and details of your achievement. Limited further information about you may be included; for example, whether you have participated in a juniors' race or a women's race.**

### Image Permission:

DCC takes and uses photographs for the purpose of recording, publicising and celebrating participation and achievement of our members in coaching session, club rides, time trials, races and other events. These images may be shared with local and national media and on social media if appropriate. Members are assumed to give permission for these images to be used in this way but may opt out on request at the point of joining or renewing membership.

March 2018