



TONKINESE BREED CLUB

DATA PRIVACY NOTICE

- 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.** The Committee of the Tonkinese Breed Club (TBC) is the data controller (see point 9). This means it decides how your personal data is processed and for what purposes.
- 3. How is your personal data processed?** The TBC 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. The TBC uses your personal data for the following purposes:
 - To administer membership, cat welfare and TBC show records
 - To fundraise and promote the interests of the TBC or the Tonkinese Breed
 - To maintain its own accounts and records
 - To inform members of news, events and activities
 - To operate the TBC website and deliver the services requested by individual members
 - To contact members
- 4. What is the legal basis for processing your personal data?**
 - Explicit consent of the data subject so that the TBC can keep members informed about news, events, activities and services
 - Processing is necessary for carrying out obligations under employment, social security or social protection law, or a collective agreement
 - Processing is carried out by a not-for-profit body and relates only to members or former members (or those who have regular contact in connection with those purposes) and there is no disclosure to a third party without consent
- 5. Sharing your personal data** The TBC will not share your personal data with third parties without your prior consent, or unless required to do so by TBC Rules, GCCF Rules or a legal requirement.
- 6. How long is your personal data retained?** The TBC retains membership data whilst it is still current and for up to 6 years after a member leaves (under financial regulations).
- 7. Your rights and your personal data** Unless subject to an exemption under the GDPR, members have the following rights with respect to their personal data:
 - The right to request a copy of your personal data which the TBC holds about you.
 - The right to request that the TBC corrects any personal data if it is found to be inaccurate or out of date.
 - The right to request that your personal data is erased where it is no longer necessary for the TBC to retain such data.
 - The right to withdraw your consent to the processing at any time.
 - 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 lodge a complaint with the Information Commissioners Office.



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- 8. Further Processing** If the TBC wishes to use a members' personal data for a new purpose, not covered by this Data Privacy Notice, then it will provide members 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, the TBC will seek members' prior consent to the new processing.
- 9. Contact Details** To exercise all relevant rights, queries or complaints please in the first instance contact the TBC Committee via the Club Secretary (see TBC web site for current secretary's contact details).

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