



General Data Protection Regulations Privacy Policy

This policy explains when and why the Association collects information in regard to clubs affiliated/associated to it. How we use that information, keep it secure and members rights in relation to it. This includes shooting users of the Sywell County Range, visitors and guests. This will generally be through some level of membership.

We reserve the right to amend this Data Protection Policy from time to time without prior notice. You are advised to check the NLRTSA website for any amendments.

<www.nlrtsa.co.uk>.

We will always comply with the GDPR when dealing with your personal data. Further details can be found on the GDPR website for the Information Commissioner at www.ico.gov.uk

Responsible Person

For the purposes of the GDPR, The Secretary will be the 'controller' of all personal data we hold regarding club officials, individual members and others. The Secretary will be responsible for ensuring the Association complies with GDPR which applies from 25th May 2018. The personal data will be reviewed every year to establish whether we are still entitled to hold and process it or not.

Members Rights.

You have rights under the GDPR.

- To access your personal data
- To be provided with information on how your personal data is processed.
- To have your personal data corrected.
- To have your personal data erased.
- To object to how your personal data is processed in certain circumstances.

For more detail please address any questions, comments and requests to the Secretary at <les.martin395@gmail.com>.

Specific use and sharing of your personal information.

In general your personal data will only be used in relation to membership management, e.g. renewals, leagues, competition entries, news and results. In this is included Open Meeting Competitors data and results. Your email address and telephone numbers may be shared with our current NGB (NSRA). Your personal data will not be given to anyone else outside the NLRTSA without your permission.

Lawful reasons for processing your data.

We have two lawful reasons for processing your data.

- Processing of your data is necessary for the administration of membership contract, League and Open Meeting entries.
- You have given consent to the processing of your data by agreeing to the NLRTSA Privacy Policy for the specific purposes as set out in this policy.

The NLRTSA will make every effort to ensure your data is only shared with GDPR compliant organisations.

Information we collect, why we collect it and who we share it with.

The NLRTSA will collect Names, addresses, email address and phone numbers of club Secretaries and officials, RCO's and Coaches. We also collect Names and signatures on Sywell County Range for administration and insurance purposes. Your information may be shared with the NLRTSA Executive committee for the purpose of County team selection, membership administration, coaching and other working groups.

The NLRTSA is not Home Office Approved and therefore firearm or FAC related information will not be collected. However, if an incident occurs on the Sywell County Range involving firearms it may be necessary to gather firearm/FAC related information for the purpose of investigation and to meet a legal obligation to share with the Police and the Firearms Licensing Authority and any other lawful body.

Please note that data kept for compliance with insurance purposes must be kept for 30 years and is therefore exempt from erasure under GDPR.

Names and scores will be kept indefinitely for historical reasons (trophies etc.)

How we protect your personal data.

The data controller will process your information electronically. It will be held on a secure computer and backed up on usb-flash or external hard drives and "The Cloud".

Paper copies may be held and kept in a secure cabinet.

NLRTSA Executive Officers and committee members may also have information relating to specific roles within the administration and that data will be kept on a secure computer/flash drive/external hard drive.

Accuracy of Data

Each individual is responsible for keeping the NLRTSA updated with personal information including telephone numbers, home and email address.

Updates and amendments can be made to the secretary at les.martin395@gmail.com

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