



Perthshire Bowling Association Privacy Policy

Perthshire Bowling Association (PBA) and its website www.Perthshirebowlingassociation.co.uk is an applicable organisation under the Data Protection Act (1998) and the General Data Protection Regulations (2018). This Policy applies to personal information collected by "PBA" and sets out the principles governing our processing of that information, and the way we (The Management Committee) use, keep secure and disclose it. By providing Personal and Club information to the PBA, you agree to our processing, storing and using that information in accordance with the principles set out in this Privacy Policy. Your Personal and Club information that is necessary for us to operate our membership, includes in some instances all or part of full name, date of birth, postal address, telephone and/or mobile numbers, and email address. You can refuse to give consent to any of the individual requests.

What Personal data we collect and why we collect it

When visitors leave comments on the site, we collect the data shown in the comments form, and also the visitor's IP address and browser user agent string to help spam detection.

Cookies

If you leave a comment on our website you may opt-in to saving your name, email address and website in cookies. These are for your convenience so that you do not have to fill in your details again when you leave another comment. These cookies will last for one year.

If you visit our website login page, we will set a temporary cookie to determine if your browser accepts cookies. This cookie contains no personal data and is discarded when you close your browser.

Use of Personal Information

We limit the collection and use of your Personal information. When we ask you for Personal information, we will tell you the purposes for which we will process that information. Such purposes include the following:

- maintaining our membership database, to facilitate the administration and management of the Association.
- contacting you with and for information relating to your Club, and details of events and other matters which we think will be of interest to you and others.
- communicating information to affiliated bowls clubs about events & fixtures.
- communicating membership information to Bowls Scotland.
- communicating information for producing and the printing of Fixtures Lists.



Timescale

We will store your personal information in encrypted electronic form, and paper-based form, from the point of collection for as long as you are a member of the Association. After you cease to be a member, your Personal and Club information will be retained for a period of 3 months, before being deleted/destroyed.

Security

We strive to protect the privacy and security of our database, and to maintain the reliability and accuracy of personal information. We will hold information collected by us on a computer and in other forms. Although we cannot guarantee the security of all transmissions of personal information, especially where the internet is involved, we take all reasonable steps to attain integrity. You accept the inherent security implications of providing information and will not hold us responsible for any breach of security or disclosure of information unless we have been proved to be negligent.

Information Access and Corrections

You have a right of access under the General Data Protection Regulations to information we hold about you in our records. The accuracy of personal information we hold depends on the information you provide to us, so we recommend that you:

- let us know if there are any errors in your Personal or Club information.
- keep us up to date with changes to your Personal or Club information.

The Organisations to Which We May Disclose Your Personal Information

The people who may have access to your Personal or Club information are:

- appointed Management Committee Members of PBA, who will operate in accordance with data protection protocols.
- other PBA members.
- other Clubs affiliated to Bowls Scotland District 6.

Web Services Photographs

We may take photographs of individuals attending matches or other events and we may wish to use the images for bowling promotional publishing purposes or on our website. Unless you advise us otherwise, you agree and consent to the use of any photographs which may include you without compensation. We will not use the images taken, or any other information you provide, for any other purpose. We will



not include details or full names (which means first name and surname) of any person in an image on our website, on video, or in printed publications, without good reason. For example, we may include the full name of PBA Championship Winners.

Analytics

How long we retain your data

If you leave a comment, the comment and its metadata are retained indefinitely. This is so we can recognize and approve any follow-up comments automatically instead of holding them in a moderation queue.

Website administrators can also see and edit that information.

Embedded content from other websites

Articles on this site may include embedded content (e.g., videos, images, articles, etc.). Embedded content from other websites behaves in the exact same way as if the visitor has visited the other website.

What rights you have over your data

If you have left comments, you can request to receive an exported file of the personal data we hold about you, including any data you have provided to us. You can also request that we erase any personal data we hold about you. These requests will be executed within three months. This does not include any data we are obliged to keep for administrative, legal, or security purposes.

Where we send your data

Visitor comments may be checked through an automated spam detection service.

Privacy Policy Changes

Although most changes are likely to be minor, Perthshire Bowling Association may change its Privacy Policy from time to time, at our sole discretion. This will be recorded by date of publication.

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