



1. Introduction

- 1.1. The Brittany Club of GB (BCGB) is committed to protecting your personal information and respecting your privacy.
- 1.2. This Privacy Policy sets out the basis on which any personal data that we collect from or about you, or that you provide to us, will be processed by us.
- 1.3. For the purpose of the General Data Protection Regulation [the GDPR], the data controller is The BCGB.
- 1.4. We may update this Privacy Policy from time to time. Any changes we make in the future will be posted on our website at www.brittanyclub.co.uk Please check back regularly to see any updates or changes to this Policy.

2. Data Protection Contact

- 2.1. The contact details for our Secretary for any data protection queries is as follows:
Email: secretaryBCGB@outlook.com

3. Data Protection Principles

We will comply with data protection law. This says that the personal information we hold about you must be:

1. Used lawfully, fairly and in a transparent way.
2. Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes
3. Relevant to the purposes we have told you about and limited only to those purposes.
4. Accurate and kept up to date.
5. Kept only as long as necessary for the purposes we have told you about.
6. Kept securely.

4. Particulars of processing

- 4.1. We process personal data about prospective members, members, show guarantors, judges, ring, field and event stewards/managers, trainers, rescue volunteers, fosters, KC Liaison Council Representatives, Breed Education Council Representatives, competitors/exhibitors to our events and customers to our on-line shop. The categories of person about whom we process personal data are described in more detail in the Annex to this Privacy Policy.

5. Your rights as a data subject

5.1. The General Data Protection Regulation provides the following rights (subject to some exemptions):

- a) The right to request access to the personal data that we hold about you;
- b) The right to request rectification of the personal data that we hold about you;
- c) The right to request erasure of the personal data that we hold about you;
- d) The right to request restriction of processing about you;
- e) The right to object to processing; and
- f) The right to data portability.

If at any point you believe the information we process on you is incorrect, incomplete or out of date then please let us know and we will make sure that your data is corrected.

If you wish to raise a complaint on how we have handled your personal data, you can contact our Secretary using the contact details above.

When raising queries in relation to GDPR or our Privacy Policy and Data Retention Policies please be aware we are a small club, run by members on a voluntary basis. We do not have any full time staff.

If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law you can complain to the Information Commissioner's Office (ICO) full contact details for which can be found at <https://ico.org.uk/global/contact-us/>

6. How we will use information about you

We will only use your personal information when the law allows us to. Most commonly, we will use your personal information in the following circumstances:

1. Where we need to perform the contract we have entered into with you.
2. Where we need to comply with a legal obligation.
3. Where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests.

We may also use your personal information in the following situations, which are likely to be rare:

1. Where we need to protect your interests (or someone else's interests).
2. Where it is needed in the public interest or for official purposes, such as required by the Kennel Club.

- 6.1 We will generally process your personal data for contractual necessity in providing membership services and events. We may also use personal information for additional relevant and related purposes where you might reasonably expect us to do so, where the benefits of doing so are not outweighed by your own interests or fundamental rights or freedoms. This may include:
- a) To maintain our records and other administrative purposes, including updating your details and preferences.
 - b) To assist with queries, complaints and dispute resolution;
 - c) Communications related to membership and invitations to participate in canine market research or canine health studies.
 - d) To assist with upholding our club constitution and taking action in cases where there is a breach of the club rules or code of ethics.
- 6.2 We will ask for your direct consent IF we intend to use your personal data for marketing purposes. Where our processing of personal data is based on your having given consent, you have the right as a data subject to withdraw that consent at any time. If you wish to invoke this right, please notify the Secretary using the contact details above.
- 6.3 You have the right to lodge a complaint with a supervisory authority. In the United Kingdom, the supervisory authority is the Office of the Information Commissioner, full contact details for which can be found at <https://ico.org.uk/global/contact-us/>

7. Recipients of Data

- 7.1. We may use service providers to help us provide you with our services. Personal data may be transferred to such service provider, who act for or on our behalf, for further processing in accordance with the purpose(s) for which the data were originally collected or may otherwise be lawfully processed.
- 7.2. Such third parties have contracted with us as data processors under the requirements in the GDPR. They are contractually bound to only use personal data for the agreed purpose(s). Relevant persons working for these third parties will have access to your personal data under the terms of the data processor contract, but only to the extent necessary to perform their services for us.
- 7.3. These data processors agree to implement reasonable contractual and technical protections, to keep your data confidential, not sell your personal data to third parties and to not disclose your personal data to third parties except as may be required by law, as permitted by us or as stated in this Privacy Policy.
- 7.4. In appropriate circumstances we may disclose data to authorised bodies as required by law.

8. Visitors to Brittany Club of Great Britain website - Cookie Policy

- 8.1. We use cookies to monitor how people use our website and to manage access and user preferences. We use cookies set by both our website and Google Analytics and Wordpress.
- 8.2. We collect these cookies under Legitimate Interests in order to provide you with our online services and to analyse visitor behavior on our websites.
- 8.3. Cookie information is held on your browser and you can amend your browser settings at any time. However, please be aware that blocking or deleting all cookies will affect the usability of our website.
- 8.4. Please see our Cookie Policy for further information on data we collect through our websites and how you can block and delete cookies. www.brittanyclub.co.uk/contact-us/cookie-law

9. Contact details

- 9.1. Please contact the Secretary if you have any questions or concerns about personal data and privacy matters.

ANNEX 1

This Annex sets out the B C G B 's processing of personal data relating to prospective members, members, show guarantors, judges, ring, field and event stewards/managers, trainers, mentors, rescue volunteers, fosters, KC Liaison Council Representatives, Breed Education Council Representatives and competitors/exhibitors to our events and customers to our on-line shop.

What personal data do we process?

- Name
- Address
- Email address
- Telephone number
- Payment details

Where do we obtain your personal data from?

Most of the above personal data is received direct from you (the data subject). However, information may be received from third parties (e.g. the club's rescue coordinator if you take on a rescue dog or the provider of professional services for events, e.g. Fosse Data

Why do we process your personal data and what is the lawful basis?

We process your personal data for the following purposes:

Members and Prospective Members	
List of Personal data processed: <ul style="list-style-type: none">• Name• Address• Telephone numbers• Email address• Breed of dogs (used when processing membership applications)• Interests (used when processing membership applications)• Bank information for Standing Orders (used for processing membership applications and membership renewals)	
Purpose	Lawful Basis
Provision of membership services including administration and transactional communications relating to membership.	Contractual Necessity
Upholding the Club's Rules and Code of Ethics	Contractual Necessity
Compliance with Kennel Club Rules and Regulations	Contractual Necessity
Contacting you, by either email, letter or telephone, regarding an event or meeting for which you have requested information or submitted an entry.	Contractual Necessity
Contacting you, by either email, letter or telephone, regarding newsletters, invitations and information about club events, competitions, training and meetings.	Legitimate Interest
Contacting you, by either email, letter or telephone, regarding	

Brittany matters, such as classes at shows run by other organisations, or articles in various publications.	Legitimate Interest
Distribution of regular newsletters	Legitimate Interest
Publication of information (other than names) in the Members Handbook/Yearbook.	Consent
Contacting you by either email, letter or telephone, to provide related information and information/marketing communications.	Consent
Committee Members only: Publication of information (other than names) in the Introduction to the Breed Information, on the website, or other club publications.	Consent
Show and Field Judges, Event Managers, Stewards and Guarantors	
List of Personal data processed: <ul style="list-style-type: none"> • Name • Address • Telephone numbers • Email address • Details of experience, including previously appointments (judges only) 	
Purpose	Lawful Basis
Administration and transactional communications relating to judging appointments.	Contractual Necessity
Upholding the Club's Rules and Code of Ethics	Contractual Necessity
Compliance with Kennel Club Rules and Regulations (including sharing relevant required information)	Contractual Necessity
Publication in the Club's Judges List and for appointments in the show/events schedules and catalogues.	Legitimate Interest
Club representatives to Kennel Club Councils Club regional representatives, Event representatives, Trainers and Mentors.	
List of Personal data processed: <ul style="list-style-type: none"> • Name • Address • Telephone numbers • Email address • Details of appropriate experience, as required for appointment. 	
Purpose	Lawful Basis
Administration and transactional communications relating to representatives appointment.	Legitimate Interest
Publication (of name) in club newsletter and on club website.	Legitimate Interest
Publication (of contact details) in club newsletter and on club website.	Consent

Rescue Volunteers and Fosters	
List of Personal data processed: <ul style="list-style-type: none"> • Name • Address • Telephone numbers • Email address 	
Purpose	Lawful Basis
Administration and transactional communications relating to rescue or fostering.	Consent
Exhibitors, Competitors and Meeting / Event Attendees	
List of personal data processed: <ul style="list-style-type: none"> • Name -owner and handler • Address • Telephone numbers • Email address 	
Purpose	Lawful Basis
Administration and transactional communications for exhibitors/competitors/trainees entering our events	Contractual Necessity
Provision of services relating to our events	Contractual Necessity
Upholding the Club's Rules and Code of Ethics	Contractual Necessity
Compliance with Kennel Club Rules and Regulations	Contractual Necessity
Contacting you, by either email, letter or telephone, regarding future events.	Legitimate Interest
Publication of your name, address in show, field trial, field test and event catalogues or schedules [subject to the right to object]	Legitimate Interest
Publication of event results on the BCGB website or publications/sites such as KC Judges Critiques, Facebook, Our Dogs and Sponsors.	Legitimate Interest
Customers to on-line shop	
List of Personal data processed: <ul style="list-style-type: none"> • Name • Address • Telephone numbers • Email address • Payment details – bank or card information 	
Purpose	Lawful Basis
Administration and transactional communications relating to purchase made.	Contractual Necessity

We also process personal data for the Club's legitimate interests as we have outlined in the main Privacy Policy. Please be assured that we will always take account of your personal data rights in doing so.

Where do we obtain your personal data from?

Most of the personal data received directly from you (the data subject). However, information may be received from third parties, e.g. Fosse Data.

How long do we hold your personal data for?

Personal data will be retained in accordance with statutory requirements, Kennel Club requirements and recommendations and the club's retention policy which is available on request.

Are you obliged to provide us with your personal data?

You are not obliged to provide the personal data in question. However, if you do not provide the personal data, we will be unable to perform any contract we have with you for the provision of membership services, judging appointments or event services.

Recipients of your personal data

We disclose data to the following outsourced data processors, in line with section 5 of our main Privacy Policy, for the purposes of:

Data Recipient	Purpose
Fosse Data Systems	Administration of entries to Shows, Gundog Working Tests, Field Trials and catalogue production. We provide judge, guarantor, show secretary and show entrants' data to our show printer for inclusion in the show catalogue.
Event Hosts, Organisers, Trainers, Speakers.	Administration in line with the event schedule. This is limited to the data supplied on the booking form.
The Kennel Club	We provide the Kennel Club with details of the Club's officers and Challenge Certificate and Field Trial winners at our events in order to meet requirements in the Kennel Club Rules and Regulations. The Kennel Club will hold the personal data of officers of the Club as a part of the implementation of Kennel Club Rules and Regulations.
Web Cookies	Please refer to Cookies Policy

Do we use your data for any automated decision-making?

No personal data is processed for automated decision-making

Any financial data arising from a transactional process will be held securely by the Brittany Club of GB in accordance and compliance with all statutory, HMRC and Financial Authority requirements.