

Ballynahinch Camera Club – Privacy Notice

The information below describes how the Ballynahinch Camera Club (BHCC) manages your personal information in accordance with the law and your rights. It does not cover every situation so please read notices on forms, web pages or other points where you give us information about yourself. These will describe the specific uses we make of the information, the reasons and legal basis for holding it as well as your rights.

Information we may hold about you and why

This could include:

- in general, information you give us when you fill in forms, subscribe to our services, (for example, become a member, enter competitions, or attend events) and email information.
- when you volunteer with us, including to record that you have read our policies.
- to manage any feedback and complaints.

Fundraising

We may use your information in our legitimate interests to support our activities, or where we contact you by electronic means, with your consent, to:

- process any pictures you submit to competitions.
- send you information about the BHCC and its work and how you can support us. We may do this by post. We may also contact you by email, text, where you have given permission.
- help manage our communications with you by sharing it with our contractors working on our behalf to organise events outside normal club nights.
- ascertain whether you might like to support us in promoting the club objectives. We may use publicly available information about you to do this (for example websites or social media). We will always contact you first to see if you are happy to receive fundraising messages.

Information we collect on the website: Including the IP address of your computer, to:

- help keep our site safe and secure.
- ensure that content from our site is presented in the most effective manner for you and for your computer.

Who do we share your personal information with?

We may share your personal information:

- with the NI Photographic Association who organise interclub competitions or contractors who offer services to in the organisation of group visits.
- Where, from time to time, we may be under a legal obligation to disclose or share your information..

Transferring information abroad

Your personal information will not be transferred, stored or processed outside the European Economic Area (“EEA”).

How long do we keep your information?

As long as necessary for the purpose/s it was collected for. This will vary depending on the type of information, legal requirements or other justifications permitted by Data Protection Law. We have an Information Retention Policy which sets out retention periods. In some cases we may keep information indefinitely for safeguarding reasons where we believe there is a potential risk to individuals.

Does the law allow this?

Data Protection law including the General Data Protection Regulation, Regulation (EU) 2016/679 sets out the principles we must adhere to and other conditions which must be satisfied. Forms, webpages or other places where you submit information will describe how the particular use complies with the law. If you have any queries, please contact the Compliance Officer.

Your Rights

You have the right to:

- ask us not to process your personal information for marketing of the BHCC.
- see copies of information held about you. Please send your request in writing to the Secretary. Please include copies of two forms of ID. We will respond as soon as possible and not longer than one month from receipt.
- ask us to amend, update or delete your information in some circumstances or withdraw consent to our processing of your information for particular purposes by contacting the Secretary.

If you are unhappy with the way we are managing your personal information please contact the Secretary. If you are still unhappy you can complain to the Information Commissioner’s Office.

Who to contact

For queries about this privacy statement or any other data protection issues, please contact the Secretary, Frances Price – f.price@qub.ac.uk

For membership enquiries contact Frances Price (above).

Other contacts

Information Commissioner's Office (NI)

3rd Floor
14 Cromac Place
Belfast BT7 2JB

Who we are

The Ballynahinch Camera Club is a small voluntary organisation of individuals interested to learn more about photography and improve their skills. We do this through a series of monthly meetings with invited speakers or visits to locations where practical skills can be applied.

Review date: January 2020