



BSSF PRIVACY POLICY

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VERSION 1.0

This privacy policy applies between you, the User of this Website & the British Sleddog Sports Federation (BSSF), the owner and the provider of this Website. The BSSF takes the privacy of your information very seriously. This privacy policy applies to our use of any and all Data collected by us or provided by you in relation to the use of this Website.

Please read this policy carefully.

DEFINITIONS AND INTERPRETATIONS

1) In this privacy policy, the following definitions are used:

Data	Collectively all information that you submit to the BSSF via the Website. This definition incorporates, where applicable, the definitions provided in the Data Protection Laws.
Cookies	A small text file placed on your computer by this Website when you visit certain parts of this Website and/or when you use certain features of the Website. Details of the cookies used by this Website are set out in the clause below.
Data Protection Laws	Any applicable law relating to the processing of personal Data, including but not limited to the GDPR and any national implementing laws, regulations and secondary legislation, for as long as the GDPR is effective in the UK.
GDPR	The General Data Protection Regulations (EU) 2016/679.
The BSSF, we or us	The British Sleddog Sports Federation.
UK and EU Cookie Law	The Privacy and Electronic Communications (EC Directive) Regulations 2003 as amended by the Privacy and Electronic Communications (EC Directive) (Amendment) Regulations 2011.
User or you	Any third party that accesses the Website and is not either (i) part of the BSSF council and acting in the course of their role or (ii) engaged as a consultant or otherwise providing services to the BSSF and accessing the Website in connection with the provision of such services.
Website	The Website that you are currently using, https://www.thebssf.org.uk , and any sub-domains of this site unless expressly excluded by their own terms and conditions.

2) In this privacy policy, unless the context requires a different interpretation:

- a. The singular includes the plural and vice versa;
- b. References to sub-clauses, clauses, schedules or appendices are to sub-clauses, clauses, schedules or appendices of this privacy policy;
- c. A reference to a person includes firms, companies, government entities, trust and partnerships;
- d. "including" is understood to mean "including without limitation";
- e. Reference to any statutory provision includes any modification or amendment of it;
- f. The headings and sub-headings do not form part of this privacy policy.



SCOPE OF THIS PRIVACY POLICY

- 3) This privacy policy applies only to the actions of the BSSF and Users with respect to this Website. It does not extend to any websites that can be accessed from this Website including, but not limited to, any links we may provide to social media websites.
- 4) For the purpose of the applicable Data Protection Laws, the BSSF is the “data controller”. This means that the BSSF determines the purposes for which, and the manner in which, your Data is processed.

DATA COLLECTED

- 5) The following personal data will be collected from you in order to become a member of the BSSF:
 - a. Name;
 - b. Date of Birth;
 - c. Gender;
 - d. Home Address;
 - e. Contact Information such as email address and telephone numbers;

In each case in accordance with this privacy policy.

HOW WE COLLECT DATA

- 6) We collect Data in the following ways:
 - a. Data is given to us by you; and
 - b. Data is collected automatically.

DATA THAT IS GIVEN TO US BY YOU

- 7) The BSSF will collect your Data in a number of ways, for example:
 - a. When you contact us through the Website, by telephone, email or through any other means;
 - b. When you register with us and set up membership;
 - c. When you complete surveys that we use for research purposes (although you not are obliged to respond to them);
 - d. When you enter a competition or promotion through a social media channel;
 - e. When you elect to receive newsletters from us;
 - f. When you use any online voting forms;

In each case, in accordance with this privacy policy.

DATA THAT IS COLLECTED AUTOMATICALLY

- 8) To the extent that you access the Website, we will collect data from your automatically, for example:



- a. We will collect your Data automatically via cookies, in line with the cookie settings on your browser. For more information about cookies, and how we use them on the Website see the section below, headed "Cookies".
- b. We use Google Analytics software to collect information about how you use the Website. Google Analytics stores information about:
 - o the pages you visit on our Website;
 - o how long you spend on each Website page;
 - o how you got to the site;
 - o what you click on while you're visiting the site;We do not collect or store your personal information through Google Analytics (for example your name or address) so this information cannot be used to identify who you are.

OUR USE OF DATA

- 9) Any or all of the above Data may be required by us from time to time in order to provide you with the best possible service and experience when using our Website. Specifically, Data may be used by us for the following reasons:
 - a. Internal record keeping;
 - b. Improvement of our services/products;
 - c. Transmission by email of important membership related documents;
 - d. To create start/attendance lists at our races and events;
 - e. To create entry lists for international races and events;
 - f. Contact for market research purposes which may be done using email or a social media platform. Such information may be used to customise or update the Website.

In each case, in accordance with this privacy policy.

- 10) We may use your Data for the above purposes if we deem it necessary to do so for our legitimate interests. If you are not satisfied with this, you have the right to object in certain circumstances (see the sections headed "Your rights" below).
- 11) For the delivery of documents or newsletters to you by email, we'll need your consent:
 - a. For certain types of emails, we are required to obtain your explicit consent; that is, you need to take positive and affirmative action when consenting by, for example, checking a tick box that we'll provide;
 - b. If you are not satisfied about our approach to communication, you have the right to withdraw consent at any time. To find out how to withdraw your consent, see the section headed "Your rights" below.
- 12) When you register with us and set up an account to receive our services/products, the legal basis for this processing is the performance of a contract between you and us and/or taking steps, at your request, to enter into such a contract.



WHO WE SHARE YOUR DATA WITH

13) We may share your Data with the following groups or people for the following reasons:

- a. Any of our council members;
- b. Third party vendors (where we have pre-agreed discounts) to confirm membership status upon scanning of the QR code on your membership card;
- c. Third party supplies at events, such as start lists and speaker notes;
- d. International Federations for DID numbers and entry lists;
- e. Necessary agencies in order to become an official sport.

In each case, in accordance with this privacy policy.

KEEPING YOUR DATA SECURE

14) We will use technical and organisational measures to safeguard your Data, for example:

- a. Access to your account is controlled by a username and password that is unique to you;
- b. We store your Data on secure servers;
- c. Information is transmitted between your browser and our server via an encrypted SSL certificate (SSL Certificates are small data files that digitally bind a cryptographic key to an organisation's details. When installed on a web server, it activates the padlock and the https protocol and allows secure connections from a web server to a browser)

15) Technical and organisational measures include measures to deal with any suspected data breach. If you suspect any misuse or loss or unauthorised access to your Data, please let us know immediately by contacting us via this email address: ExecutiveDirector@theBSSF.org.uk

16) If you want detailed information from Get Safe Online on how to protect your information and computers and devices against fraud, identity theft, viruses and many other online problems, please visit <http://www.getsafeonline.org>. Get Safe Online is supported by HM Government and leading businesses.

DATA RETENTION

17) Unless a longer retention period is required or permitted by law, we will only hold your Data on our systems for the period necessary to fulfil the purposes outlined in this privacy policy or until you request that the Data is deleted.

18) Even if we delete your Data, it may persist on backup or archival media or legal or regulatory purposes.

YOUR RIGHTS

19) You have the following rights in relation to your Data:



- a. **Right to access** – the right to request (i) copies of the information we hold about you at any time, or (ii) that we modify, update or delete such information. If we provide you with access to the information we hold about you, we will not charge you for this. Where we are legally permitted to do so we may refuse your request but we will tell you the reasons why.
- b. **Right to correct** – the right to have your Data rectified if it is inaccurate or incomplete.
- c. **Right to erase** – the right to request that we delete or remove your Data from our systems.
- d. **Right to restrict our use of your Data** – the right to “block” us from using your Data or limit the way in which we use it.
- e. **Right to object** – the right to object to our use of your Data including where we use it for legitimate interests.

20) To make enquiries, exercise any of your rights set out above, or withdraw your consent to the processing of your Data (where consent is our legal basis for processing your Data), please contact us via this email address: ExecutiveDirector@theBSSF.org.uk.

21) It is important that the Data we hold about you is accurate and current. Please keep us informed if your Data changes during the period which we hold it.

LINKS TO OTHER WEBSITES

22) This Website provides links to other websites. We have no control over such websites and are not responsible for the content of these websites. This privacy policy does not extend to your use of such websites. You are advised to read the privacy policy or statement of other websites prior to using them.

CHANGES TO BSSF COUNCIL MEMBERS

23) The BSSF from time to time, may reduce/expand/change its council members. Any new council members are required to sign a Non-Disclosure Agreement (NDA). Any previous council members will have their access to any personal Data removed as soon as their position ends. Please note that not all council members require access to personal Data and therefore have no access to it.

COOKIES

24) Cookies are small files of letters or numbers downloaded on to a device when users access websites. They are widely used in order to make websites work, or work more efficiently, as well as to provide service information to the owners of the site. Cookies can be grouped into three categories: “session”, “persistent” and “first and third party”:

- a. **Session cookies (Temporary)** - These are temporary cookie files, which are erased when you close your browser. When you restart your website browser and go back to the site that created the cookie, the website will not recognise you.
- b. **Persistent cookies (Permanent)** - These files stay in one of your website browser's subfolders until you delete them manually or your browser deletes them based on the duration period contained within the persistent cookie's file.



- c. First and Third Party cookies - Whether a cookie is 'first' or 'third' party refers to the website or domain placing the cookie. First party cookies are cookies set by a website visited by the user. Third-party cookies are created by a website other than the one you are currently visiting; for example, the Google analytics cookies placed on this website are third party which measure how many website visitors we receive.
- 25) Cookies are not spyware or viruses and they can't read information from a computer. Neither are cookies the source for pop-ups or spam. They cannot be executed as code and are therefore incapable of transmitting computer viruses.
- 26) All Cookies used by this Website are used in accordance with current UK and EU Cookie Law.
- 27) You can choose to enable or disable Cookies in your internet browser. By default, most internet browsers accept Cookies but this can be changed. For further details, please consult the help menu of your internet browser.
- 28) You can choose to delete Cookies at any time; however you may lose any information that enables you to access the Website more quickly and efficiently, including, but not limited to, saved username and password information.
- 29) It is recommended that you ensure that your internet browser is up-to-date and that you consult the help and guidance provided by the developer of your internet browser if you are unsure about adjusting your privacy settings.

CHANGES TO THIS PRIVACY POLICY

- 30) The BSSF reserves the right to change this privacy policy as we may deem necessary from time to time or as may be required by law. Any changes will immediately be posted on the Website and you are deemed to have accepted the terms of the privacy policy on your first use of the Website following any alterations.
- 31) You may contact us with any queries via this email address: ExecutiveDirector@theBSSF.org.uk

ATTRIBUTION

- 32) This privacy policy was created using a document from Rocket Lawyer (<http://www.rocketlawyer.co.uk>)