



# ENGLISH SUBBUTEO ASSOCIATION

## MEMBER PRIVACY NOTICE

### 1. Introduction

This notice is issued to explain how the English Subbuteo Association ('ESA' or 'we' in this document) uses the personal information we collect before, during and after your membership of ESA. The notice is designed to be clear about what we do and to give you control over how we use your data.

ESA may update the notice from time to time. Updates will be dated and allocated a version number. We will give you reasonable advance notification of any material change.

The latest version of the notice is posted on the ESA website. Your continued membership of ESA indicates your acknowledgment of the prevailing privacy notice.

### 2. The data we collect

ESA collects data that is provided by you on membership or event registration forms. This data includes name, personal contact details, age and/or date of birth, club membership and previous experience.

We may also ask you to tell us about medical conditions that may be relevant to your participation in events.

We collect data on event performance to determine rankings and eligibility for representative selection.

We also acquire data about ESA members' performance in events organised by Federation International Sports Table Football ('FISTF'), the international organising body for our sport, by an associated organisation, the World Amateur Subbuteo Players Association ('WASPA') and by other national associations.

We may collect additional information required by our partners to verify eligibility for discount schemes offered to ESA members.

We retain records of all emails and other communications with you.

We may take images of members during events.

### 3. How we use data

We use data provided on the registration form and from event records to administer membership and events. We use:

- Contact details to advise you of events and representative team selection.
- Data on medical conditions to ensure that you are safe during events.
- Data collected during events to issue ranking points.
- Records of communications to manage queries or complaints.



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We may use:

- Images of you during events to illustrate news articles and promote the ESA.

#### **4. How we share data**

We share membership and event data with FISTF to enable us to administer ESA's affiliation with FISTF and to enable FISTF to generate international ranking lists of players.

We share data with partner organisations required by them to confirm your eligibility for any ESA member discount schemes in which you have elected to participate.

We do not otherwise share data with any other third parties unless expressly requested to do so by you or if required to do so under law.

The data we collect is stored in cloud servers some of which may be outside the UK or the European Union. By becoming an ESA member you expressly acknowledge and agree to the transfer of some of your personal data to servers that may be located outside the UK or European Union.

#### **5. How we protect your data**

Access to data is restricted to ESA officers. If you ask us to transfer data to a third party we will send a copy of data that you ask us to send.

We use reputable cloud services to store our data.

#### **6. How long we keep data**

We retain data for the duration of your membership plus an additional six years. We hold data for this period to be able to answer queries about participation and ranking that former members often ask later.

#### **7. Your data rights**

You have various rights under English data law. You may ask us to:

- Disclose the data we hold;
- Correct any mistakes in that data;
- Delete the data (subject to conditions);
- Not process the data for particular purposes;
- Transfer data to you or a third party.

You may exercise any of these rights by emailing [tim.bowen@informationfocus.co.uk](mailto:tim.bowen@informationfocus.co.uk).