

## **Guildford Orienteers Data Privacy Policy**

Guildford Orienteers (GO) and its officials may hold some or all of the following data about some or all members and others who compete in orienteering events: name, date of birth, postal and email addresses, telephone numbers, competition classes, qualifications relevant to orienteering and competition results. Contact information is held for landowners and other organisations with which we co-operate, their employees, agents and tenants. The data may be held in electronic or paper form.

The data may be obtained directly from an individual, a family member or from the British Orienteering Federation or other organisations.

The data is used in organising the sport of orienteering and for social purposes, including, but not limited to, mailing of magazines and other literature, publication of competition entries and results, coaching, team selection, training and appointment of officials.

Data may be distributed in electronic or paper form amongst members, competitors and orienteering organisations.

Publication of personal data in paper form may occur in membership and contact lists, magazines, competition information and results and other literature. Publication of personal data on open access web sites may include name, age, competitive class, unnamed photographs of adults and names of club office holders. Named photographs of adults and additional personal information will only be published with the permission of the person concerned. If a child could be identified from a photograph then the photograph will only be published with parental consent.

Personal data will not be held for any longer than necessary.

Personal data will not be made available for commercial purposes.

This policy was adopted by GO committee and is effective from December 2004.