

TINKER CLASS OWNERS ASSOCIATION

DATA PRIVACY POLICY

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About The TCOA Data Privacy Policy (top)

This policy lets you know what happens to any personal data that you give the Tinker Class Owners Association (the TCOA), how we use it, how it is secured, and your rights in relation to it.

We may change this policy from time to time by updating this document to reflect changes in the law or changes in the way we manage your data.

We will always comply with the General Data Protection Regulation (GDPR) when dealing with your personal data. Further information on GDPR can be found at the website for the Information Commissioner's Office (www.ico.org.uk).

Who are we? (top)

We are the Tinker Class Owners Association, a body of people with an interest in the Tinker marque of inflatable dinghy. We can be contacted by e-mail at info@tinkerowners.org.uk.

The TCOA Data Protection Officer can also be contacted at info@tinkerowners.org.uk.

What kinds of personal information about you do we process? (top)

Type of Information	Purposes	Legal Basis of Processing
Member's name, address, telephone numbers, and e-mail address.	Managing the Member's membership of the TCOA.	For the purposes of our legitimate interests in the operation of the TCOA.

Type of Information	Purposes	Legal Basis of Processing
Member's payment amount supplied on a Banker's Order found in either the Travelogue magazine or on the TCOA website.	<p>The TCOA does not keep a record of your bank account details.</p> <p>A record is kept of the regular payment amount of the Banker's Order against the member's name before the Banker's Order is forwarded to your bank.</p>	For membership registration purposes.
Member's payment amount appearing on cheques paying for membership.	<p>The TCOA does not keep a record of your bank account details.</p> <p>A record is kept of the cheque payment amount against the member's name before it is banked.</p>	For membership registration purposes.
Emergency Contact Details	Contacting next of kin in the event of emergency.	Protecting Member's vital interests and those of their dependants.
Committee Member's name, address, telephone numbers, and e-mail address.	Managing the TCOA.	For the purposes of fulfilling legal and other obligations of the TCOA.
<p>Member's name, boat class, and sail number, car registration number, caravan, tent or camper van details.</p> <p>Family member names, and names of friends attending rallies or racing.</p> <p>An indication of whether or not a member holds dinghy insurance with an appropriate amount of liability cover.</p>	<p>Managing the Tinker rallies, race entries, and race results.</p> <p>Publishing race results on the TCOA website.</p> <p>Providing race results to yachting publications.</p>	<p>For the purposes of our legitimate interests in the operation of the TCOA.</p> <p>For the purposes of our legitimate interests in holding rallies and races for the benefit of members of the TCOA.</p> <p>For the purposes of our legitimate interests in promoting the TCOA.</p>
Photographs and video of members and their boats.	<p>Publishing in the Travelogue magazine.</p> <p>Publishing on the TCOA website.</p> <p>Publishing in yachting magazines.</p>	Consent – we will seek a member's consent using the rally or racing signing on sheet. A member can withdraw this consent at any time by contacting us via e-mail.

Type of Information	Purposes	Legal Basis of Processing
Marketplace Advertiser's name, telephone number, e-mail address, town and county details, boat class, sail number, and a description of what is being advertised for sale.	Publishing on the TCOA website.	For advertising the sale of Tinker dinghies, or "wanted" advertising.
Marketplace Advertiser's payment amount appearing on cheques paying for an advert.	<p>The TCOA does not keep a record of your bank account details.</p> <p>A record is kept of the cheque payment amount against the advertiser's name before it is banked.</p>	Recompense for carrying an advertisement in the Marketplace web page on the TCOA website.

What is the source of your personal information? *(top)*

We only collect personal information from you directly. This will either be taken from a TCOA membership form, or from an e-mail you have sent us.

How do we protect your personal data? *(top)*

We will not transfer your personal data outside the European Economic Area without your consent.

We have implemented generally accepted standards of technology and operational security in order to protect personal data from loss, misuse or unauthorised alteration or destruction.

It should be noted that when you are transferring information to us over the internet or via e-mail this can never be guaranteed 100% secure.

As a volunteer organisation without a base or home club, all data processing is undertaken on personal computers and personal devices. Wherever possible, cloud storage and processing is used, but there will be instances where data is stored on personal devices. All members involved with data processing have been informed about device security and password protection.

We will notify you promptly in the event of any breach of your personal data.

Who has access to your information? *(top)*

- The TCOA Membership Secretary – for TCOA membership management.
- The TCOA Rally Secretary and his/her assistant(s) – for organising rallies and other Tinker related events.
- The TCOA Sailing Secretary and his/her assistant(s)– for recording racing results.
- The TCOA Webmaster – for advising members of updates to the TCOA website and for Marketplace advertising.
- The TCOA Data Protection Officer – for reviewing TCOA data protection processes.

Who else has access to the information you provide us? *(top)*

We will never sell your personal data. We will not share your personal data with any third parties without your prior consent (which you are free to withdraw at any time) except where we are required to do so by law, as set out in the [table above](#), and as detailed in the following paragraph.

We may pass your personal data to third parties who are service providers, agents, and subcontractors to the TCOA for the purposes of completing tasks and providing services to you on our behalf (for example, the printing and mailing of the Travelogue magazine). We only disclose the personal data that is necessary for the third party to deliver the service and we will have an agreement in place that requires them to keep your information secure and not to use it for their own purposes.

How long do we keep your information? *(top)*

For TCOA members we will hold your personal data on our systems for as long as you are a member of the TCOA and for a period of 36 months after you cease to be a member, or for as long as we are required to comply with our legal obligations, whichever is longer. We will review your personal data annually to confirm we are still entitled to process it. If we decide we are not entitled to do so, we will stop processing your personal data except that we will retain your personal data in an archived form in order to be able to comply with any future legal obligations.

Records of your race positions and trophies awarded will be retained in the club archives both whilst you are a member and after you have resigned your membership from the TCOA.

Records of any positions you have held as an officer or committee member of the TCOA will be retained in the club archives both whilst you are a member and after you have resigned your membership from the TCOA.

We do not record or keep any of your financial information. We do not record or keep your bank account details.

For non TCOA members advertising on the website's Marketplace, we will hold your personal data for the duration of the advert. Following the sale of the item or the removal of the advert from the website, the details of your advert and payment amount will be retained in an archived form in order to be able to comply with any future legal obligations.

What are your rights? *(top)*

You have rights under the General Data Protection Regulation. You have:

- The right to be informed about the collection and use of your personal data.
- The right of access to view your personal and supplementary data we hold.
- The right to rectification where the data we hold is inaccurate.
- In certain circumstances the right to have your personal data erased.
- In certain circumstances the right to restrict or suppress processing of your personal data.
- The right to data portability which allows you to obtain and reuse your personal data for your own purposes across different services.
- The right to object to processing based on legitimate interests or the performance of a task in the public interest/exercise of official authority.
- Rights related to automated decision making including profiling.

You have the right to take any complaints about how we process your personal data to the Information Commissioner – www.ico.org.uk/concerns.

For more details, please address any questions, comments, and requests to the TCOA Data Protection Officer at info@tinkerowners.org.uk.