

# Southdowns Agility Club Data Audit for GDPR

## **Membership list**

Who	Club members. Committee members
What	Name, address, telephone and email
Why	To provide membership services – contractual necessity To comply with Club/Society Constitution – contractual necessity To comply with KC Rules and Regulations – contractual necessity
When	Annually on renewal of membership, Data deleted if member does not rejoin
Where	Held by club secretary on manually controlled database. Computer password protected. (copies sent to committee)

**Class list** Not relevant, has no additional data

## **Waiting List**

Who	Prospective members
What	Name, address, telephone and email
Why	To Contact as and when slots become available
When	Following expression of interest to join the club. Deleted from list if applicant does not join or moved to membership list if becoming a member
Where	Held by membership club secretary on manually controlled database. Computer password protected. (copies sent to committee if required).

## **Show information**

### Competitors

Who	Competitors
What	Name, address, telephone email dogs name, grade details
Why	Provide competitor with running times
When	Annually generated for running of show
Where	Generated by third party recognised agility show processor and passed to show secretary. Held by show sec in line with KC requirements.

## Judges

Who	Judges
What	Name, address, telephone email
Why	Contact details for show organisation
When	List held by show sec and updated with new names or deleted if judge no longer wishes to participate
Where	Show sec holds details

## Traders

Who	Traders attending show
What	Name, address, telephone email
Why	Contact details for show organisation
When	List held by show sec and updated with new names or deleted if trader no longer wishes to participate
Where	Show sec holds details

Bank No Personal details held.  
Bank statements, invoices and accounts held in accordance with current legislation

Website No home email addresses, only generic contacts unless we have a password protected members section controlled and accessible only to members

## Annual members statement

I confirm the data provided on this membership application can be held by Southdowns Agility Club in accordance with GDPR legislation and the clubs Privacy Notice (under 18 needs a parent/guardian counter signature)