

HILLYARD OWNERS ASSOCIATION (HOA) PRIVACY POLICY

1. Introduction

This Policy relates to compliance with the General Data Protection Regulation (GDPR) effective from 25 May 2018. The Policy is based on the activities of the Hillyard Owners Association (HOA) and explains when and why the officers of the HOA (we) collect personal information about our members, how we use it and keep it secure and your rights in relation to it. We will seek new Member's consent on their membership application form and any Member may withdraw their consent at any time by contacting us by e-mail or letter.

1.2 We may collect, use and store your personal data, as described in this Policy.

1.3 We reserve the right to amend this Data Privacy Policy from time to time without prior notice.

1.4 We will comply with the General Data Protection Regulation (GDPR) when dealing with your personal data. For the purposes of the GDPR, the officers will be the "controller" of all personal data we hold about you.

1.5. We are the Hillyard Owners Association founded in 1977. Please address any questions, comments and requests regarding our data processing practices to our Commodore, Treasurer or Secretary.

2. What information we collect and why

2.1 Member's name, address, telephone numbers, e-mail address, held in an Access Database, for the purpose of creating and managing the HOA's Handbook of Membership and sending out newsletters and for the purposes of our legitimate interests in managing the HOA as defined by the Aims and Objectives.

2.2 Yacht Details e.g. name, length, tonnage sail colour & number, usual sailing area, for Members to recognise other Members boats and if participating in an HOA rally. These details are kept in our Access Database.

2.3 Photos of Members and their boats for our archives, use in Newsletters, Handbooks and HOA website.

3 Security: Protection of your personal data, who has access to it and how long will we keep it?

3.1 We are committed to ensuring that your information is secure. We do not currently store any personal information online nor have an online membership directory, nor collect any information via the HOA website.

3.2 Our website may contain links to other websites of interest (e.g. Facebook Group: Classic Hillyard Wooden Boats/Yachts, which was not set up by the HOA.) However, if you use these links please be aware that we do not have any control, therefore, cannot be responsible for the protection and privacy of any information you provide whilst visiting such sites.

3.3 We do not use any of the personal data collected for marketing purposes (except to update members about HOA events), nor do we sell or transfer your personal data to any third party.

3.4 We will notify you promptly in the event of a breach of your personal data which might expose you to serious risk.

3.5 We may pass your personal data to third parties who are service providers, (e.g. to print newsletters and send you mailings). However, we disclose only the personal data that is necessary for the third party to deliver the service.

3.6 Unless you notify us we will hold your personal data on our database for as long as you are a member of the HOA and for as long afterwards as it is in our legitimate interest to do so or to comply with our legal obligations.

3.7 Any Member may withdraw their consent at any time by contacting us by e-mail/ letter telling us that they no longer wish their details to be kept. If you believe that any information we are holding on you is incorrect/ incomplete, please write to or email us so we may correct this.

3.8 We will review your personal data to establish whether we are still entitled to process it. If we decide that we are not we will stop except that we will retain your personal data in an archived form in order to be able to comply with any future legal obligations. We will securely destroy all financial information once we have used it and no longer need it.

3.9 Please note however that where we or you are transmitting information over the internet this can never be guaranteed to be 100% secure.

4. Controlling your personal information and HOA member rights

4.1 You have rights under the GDPR to: (i) access your personal data (ii) be provided with information about how it is processed (iii) have your personal data corrected if you notify us (iv) have your personal data erased in certain circumstances (v) object or restrict how your personal data is processed (vi) have your personal data transferred to yourself. (vii) You have the right to take any complaints about how we process your personal data to the Information Commissioner: <https://ico.org.uk/concerns/> 0303 123 1113. Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.