



Truro River Rowing Club CIO

Data Protection Notice

The information below sets out the Club's intentions with regards to personal data of its members.

Who will control my data?

The data controller for all the information you provide is Truro River Rowing Club (TRRC).

What if there is something that I don't understand?

If you need help in understanding any element of this, please contact either the Club Secretary or the Membership Secretary at the club email address truroriverrowingclub@gmail.com

How will the Club use the information about you?

The information that you provide to TRRC will form the basis of a club 'record' and may be shared with the governing body, the Cornish Pilot Gig Association (CPGA), for example, when registering for championship events. If information is required to be shared with the CPGA for any other reason e.g. membership number research, then the data we share will be anonymised. (This is an example of the kind of information that may be required in order for the CPGA to act as a governing body). Should this be of concern to you, you may wish to check out the [data protection procedures that the CPGA](#) use via their website.

How and where will my details be stored?

Your details will be held by the Membership Secretary on a secure laptop. The electronic records will be held for fifteen months after which time they will be deleted and hard copies incinerated.

What are my rights with regards to my data?

Your personal data belongs to you and you have the right to see how it will be processed. You also have the right to see what we hold as your 'record' either electronically or by paper copy at request. This also includes the right to amendments or withdrawal of information.

What type of information will be held?

The information that TRRC holds will be the details supplied by you on either the Membership form or the Medical Health questionnaire.

How often is the information required?

TRRC request this information on an annual basis as part of the membership process. You will therefore be asked to complete a new membership form and medical health questionnaire every year.

In signing this declaration, you are giving your permission for the Club to hold a contact 'record' in your name.

Signed:

Date: