

## **MORAVIAN ORIENTEERS DATA PRIVACY POLICY**

The Data Protection Act 1998 imposes rules and safeguards on those who hold and process personal data, i.e. data relating to living identifiable individuals. Details of usage must be notified to the UK Information Commissioner, with some exceptions which include not-for-profit organisations whose usage is restricted to specified purposes. Moravian Orienteers is exempt from notification but the principles setting out rules and safeguards do apply. In the interests of being open and fair, the club wishes to inform members of the data held and how it is used.

Moravian Orienteers 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, postal and email addresses, phone and fax numbers, year of birth, competition age class, competition results, offices held, skills and qualifications, courses attended and details of officiating at competitions. Contact data is held for landowners and other organisations with whom 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 person or a family member or indirectly from the British Orienteering Federation, the Scottish Orienteering Association, clubs 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 paper or electronic form between members, competitors, event officials 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 on publicly accessible web sites may include name, age class and club in competition results; names with offices and photographs may be published, but addresses, contact numbers and personal background details will be published only with the explicit consent of the person.

The data will not be available for commercial purposes.