

# Privacy Notice - Information for Members



## What Personal Data Does the Organisation Collect

The Royal Scottish Pipe Band Association (The RSPBA) collects and processes Personal Data relating to our members, past and present. The RSPBA is committed to being transparent about how it collects and uses Personal Data and to meet our data protection obligations.

### Categories of Personal Data

The following categories of Personal Data are processed by the RSPBA:

- Personal Data

Your data is stored in a range of systems and formats. These include in our Registration system and in other IT systems, including the organisations email system.

### Personal Data Provided by Yourself

The RSPBA processes a range of information collected from you. This may include:

#### *Personal Data*

- Your name, address and contact details, including email address and telephone numbers;
- Your gender and date of birth;
- Membership numbers;
- Website usage data, including Cookies and IP Addresses;
- Advice, incidents and correspondence, including letters, emails, Messages and Social Media;
- Pictures, photos and videos (where submitted or captured at events).

The RSPBA may collect your Personal Data in a number of ways. For example, your name, and contact details will be collected from application or renewal forms. Your Membership Number will be allocated on acceptance to membership.

We may also collect your Personal Data through interactions with the RSPBA. For example, we collect information about your usage of our websites through the use of cookies and analytical tools. We also may collect information from you through correspondence, emails and telephone calls to our Headquarters.

Occasionally, we perform research on relevant topics which may capture your opinions and intentions. This information is used to improve The RSPBA's performance, services and products.

### Personal Data Provided by Third Parties

The organisation may collect Personal Data about you from third parties. For example, we may collect Personal Data from Social Media platforms, including The RSPBA's accounts.

**Retention Period**

The RSPBA will retain your Personal Data for the duration of your Membership and for period of five years from leaving. After that time period we will still retain certain membership details which may include your name, membership number, and band association in our archives.

**Why Does the Organisation Process Personal Data**

The RSPBA will process your Personal Data at your request, prior to and for the duration of your membership. During the period of your membership, we will use your Personal Data to administer your membership.

In addition, we will use your Personal Data to provide you with details of our Annual General Meeting and any educational or learning opportunities.

In order to comply with Data Protection Laws, The RSPBA needs a lawful basis to process your Personal Data. We use the following lawful reasons to obtain and use your Personal Data.

**Legitimate Interest**

The RSPBA has a legitimate interest in processing your Personal Data to ensure the efficient running of the organisation and the events associated with delivering our stated Aims & Objectives.

**Consent**

Where you have provided your consent, The RSPBA will process your Personal Data for discretionary purposes, specified at the time of collection. For example, we may ask for your consent to share your details with a contest promoter or sponsor if relevant. A record of this consent will be retained at RSPBA Headquarters.

**Contract**

In becoming a member of the RSPBA, you effectively enter into a contract with the organisation for the purpose of delivering your membership services allowing you to participate in our events. Following the end of your membership, we retain your personal information in compliance with our Articles of Association for a period of five years.

**Legal Obligation**

We will process your Personal Data to ensure that we comply with legal obligations.

## Who May Have Access to Personal Data

Your Personal Data will be used internally by the staff of the RSPBA. At a local level, your Personal Data will be shared with the relevant Branch.

### **Processors**

The RSPBA may share your Personal Data with third-party processors who provide services to the organisation. Classes of Processors include:

- Business Systems Providers;
- Publishers;

### **Joint Controllers**

The RSPBA are not Joint Controllers for any Personal Data of our Members.

### **Separate Controllers**

The RSPBA may share your Personal Data with organisations who operate as Separate Controllers where we have consent, a contract, a legal obligation or other legitimate interest to do so. Classes of Separate Controllers include:

- Contest Promoters and Sponsors.

### **Third Countries**

The RSPBA will not transfer the Personal Data of Members outside of the European Economic Area (EEA) for membership purposes.

## What If You Do Not Supply Your Personal Data

You are under no statutory or contractual obligation to provide data to The RSPBA during the membership application process. However, if you do not provide the necessary information, we will be unable to process your membership application and as a result you will not be able to be a member of the RSPBA.

## Automated Decision Making

No Membership related decisions are made solely using automated decision-making technologies.

### Links

- [General Privacy Notice](#)
- [Online Privacy Notice](#)