British Pistol Club Privacy Notice

Introduction

The British Pistol Club (BPC) is a membership organisation which holds personal information submitted by their members for use in the processing of that membership. It will also receive information from non-members in relation to open competitions and Guest attendees at meetings and events.

The BPC takes the processing of personal data very seriously and does its utmost to ensure it is protected.

This document sets out what information the BPC holds, why it needs to hold and process it and how it is protected.

How we collect Information and what do we use it for

Information is collected through Membership application forms, competition entry forms and informal provision of information relating to monthly competition – including email.

For the processing of membership and running of competitions, we collect the following information:

- Contact Details
- Date of Birth
- Occupation
- Nationality
- Fire Arms Certificate Number
- NSRA Membership Number

The club does not seek or manage consent for any of these items - All or the above are provided freely by individuals and there is no gathering of data from other sources. The BPC will then use its legitimate interest in this data to perform the duties of the club as expected by the members or competition entrants. This will include sharing details with Police authorities upon request.

Do we disclose to 3rd parties

Data is collected purely for use by the club for the benefit of its members. Data will be disclosed if there is any legal obligation to do so; typically this will be on request of Police authorities to verify firearms usage.

Results from competitions which will include relevant data may also be published in media reporting, including social media.

There is no sharing of data with other parties for any commercial or processing purposes. The BPC do not have any sub processors.

Security

Storing and Security of Data
Data will be held electronically and password protected. Backups of data are held locally and in cloud storage. There can be no guarantee that cloud storage and email hosting would not involve overseas storage of data.

Locally, data may be held in spreadsheet form or in paper copy. All personal details are kept secure and only shared with members of the committee to fulfil their role in supporting the BPC and the membership.

All Committee members given access are aware of their responsibility to maintain the confidentiality of the information.

How long do we keep the data for?
Membership forms will be filed and kept whilst the member is active. They will be held in an archive within the BPC for 3 years following the end of the membership. Hardcopy Firearms register forms are kept for 1 year following the event. This may be extended on any police request – and as these are hardcopy all entrants details will be kept until the conclusion of such a request at which point all items over 12 months old will be destroyed.

Club records will be kept of match results this will include names and scores and will be stored indefinitely. These results may be published on the club website.

Rights of Individuals

Every member, lapsed member or guest has the right to request a modification, deletion of, or to obtain a copy of the personal information that we hold on you. You can also request the club stops processing any data.

All such requests should be provided to the Secretary –

- by email to: secretary@britishpistolclub.org
- by mail to: B.C.M 5114 London WC1N 3XX

 The club will respond as quickly as practical; and will conclude the request within 30 days of receipt of the request. The club reserves the right to extend this period in complex enquiries.

Updates to this notice

This notice will updated if required due to internal or external changes. Updates will be published on the club website www.britishpistolclub.org , and you are advised to periodically check for updates. This version of the notice is dated 22nd April, 2019