



## Privacy Notice

### 1. Introduction

- 1.1. The Judges' sub-committee of The Birmingham & District, The Midland, The North of England, The South East of England, The South West and The Scottish Dobermann Clubs are committed to protecting your personal information and respecting your privacy.
- 1.2. This Privacy Notice sets out the basis on which any personal data that we collect from or about you, or that you provide to us, will be processed by us.
- 1.3. For the purpose of the General Data Protection Regulation [the GDPR], the data controller is the JSC Coordinator; Yvonne Cox.
- 1.4. We may update this Privacy Notice from time to time. Please check back regularly to see any updates or changes to this Notice.

### 2. Data Protection Contact

- 2.1. The contact details for our Coordinator for any data protection queries are as follows:  
Email: [von.zeloviak@btconnect.com](mailto:von.zeloviak@btconnect.com)

### 3. Data Protection Principles

We will comply with data protection law. This says that the personal information we hold about you must be:

1. Used lawfully, fairly and in a transparent way.
2. Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
3. Relevant to the purposes we have told you about and limited only to those purposes.
4. Accurate and kept up to date.
5. Kept only as long as necessary for the purposes we have told you about.
6. Kept securely.

#### **4. Particulars of processing**

- 4.1. We process personal data about prospective and existing judges.

#### **5. Your rights as a data subject**

- 5.1. The General Data Protection Regulation provides the following rights (subject to some exemptions):
  - 5.1.1. The right to request access to the personal data that we hold about you;
  - 5.1.2. The right to request rectification of the personal data that we hold about you;
  - 5.1.3. The right to request erasure of the personal data that we hold about you;
  - 5.1.4. The right to request restriction of processing about you;
  - 5.1.5. The right to object to processing; and
  - 5.1.6. The right to data portability.

If you wish to raise a complaint on how we have handled your personal data, you can contact our Coordinator using the email address above.

If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law you can complain to the Information Commissioner's Office (ICO) full contact details for which can be found at <https://ico.org.uk/global/contact-us/>

#### **6. How we will use information about you**

We will only use your personal information when the law allows us to. Most commonly, we will use your personal information in the following circumstances:

- 1. Where we need to perform the contract we have entered into with you.
- 2. Where we need to comply with a legal obligation.
- 3. Where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests.

We may also use your personal information in the following situations, which are likely to be rare:

- 1. Where we need to protect your interests (or someone else's interests).
- 2. Where it is needed in the public interest [or for official purposes].

- 6.1 We will generally process your personal data for contractual necessity in providing a judging list. We may also use personal information for additional relevant and related purposes

where you might reasonably expect us to do so, where the benefits of doing so are not outweighed by your own interests or fundamental rights or freedoms. This may include:

- 6.1.1. To maintain our records and other administrative purposes, including updating your details and preferences:
- 6.1.2. To assist with queries, complaints and dispute resolution;
- 6.2 We will ask for your direct consent IF we intend to use your personal data for marketing purposes. Where our processing of personal data is based on your having given consent, you have the right as a data subject to withdraw that consent at any time. If you wish to invoke this right, please notify the Coordinator using the contact details set out in Section 2 above.
- 6.3 You have the right to lodge a complaint with a supervisory authority. In the United Kingdom, the supervisory authority is the Office of the Information Commissioner, full contact details for which can be found at <https://ico.org.uk/global/contact-us/>

## **7. Recipients of Data**

- 7.1. We do not use any third party service providers to help us provide you with our services.
- 7.2. Our judges' lists are available on all Clubs' websites to be viewed and/or downloaded and will be shared with legitimate interested parties; i.e. canine societies via social media sites and/or email/post.
- 7.3. In appropriate circumstances we may disclose data to authorised bodies as required by law.

## **8. Visitors to BDDC, MDC, NEDC, SEEDC, SWDC & SDC websites – Cookie Policy**

- 8.1. Some Clubs' may use cookies on their websites; please check individual Club's websites for their cookie policy & contact their data protection contact for any further information.
- 8.2. Cookie information is held on your browser and you can amend your browser settings at any time. However, please be aware that blocking or deleting all cookies (including essential cookies) will affect the usability of our websites. Unless you have adjusted your browser setting so that it will refuse cookies, our systems will issue cookies as soon you visit our websites.

**When do these cookies expire?** Except for essential cookies, most of the cookies on our websites expire at the end of your current session on our website. However, some of our cookies have an extended lifespan which ranges from 1 day to 2 years.

**Where can I find more information about cookies, and how do I turn cookies off or delete cookies?** Find out more about cookies including how to disable/enable and delete them at the following website: <http://www.aboutcookies.org>.

## **9. Contact details**

- 9.1. Please contact the Coordinator above if you have any questions or concerns about personal data and privacy matters.

## ANNEX

This Annex sets out the Judges' Sub-Committee of the BDDC, MDC, NEDC, SEEDC, SWDC & SDC's processing of personal data relating to judges.

### What personal data do we process, why do we process it and what is the lawful basis?

Judges	
<ul style="list-style-type: none"><li>• Name</li><li>• Address</li><li>• Email address</li><li>• Telephone number</li><li>• Past &amp; future judging appointments</li></ul>	
We process your personal data for the following purposes:	
<i>[Purpose]</i>	<i>[Lawful basis]</i>
<ul style="list-style-type: none"><li>• Administration and transactional communications relating to judging appointments</li></ul>	Contractual Necessity
<ul style="list-style-type: none"><li>• Compliance with Kennel Club Rules and Regulations (including sharing relevant required information)</li></ul>	Contractual Necessity
<ul style="list-style-type: none"><li>• Publication in the Club/Society judges' list and for appointments in the show/event schedules</li></ul>	Legitimate Interests

We also process personal data for the JSC's legitimate interests as we have outlined in the main Privacy Notice (paragraph 6.1). Please be assured that we will always take account of your personal data rights in doing so.

### Where do we obtain your personal data from?

The above personal data is received direct from you (the data subject).

### How long do we hold your personal data for?

Personal data will be retained in accordance with statutory requirements, Kennel Club requirements and recommendations and the club's JSC's retention policy which is detailed below.

### Are you obliged to provide us with your personal data?

You are not obliged to provide the personal data in question. However, if you do not provide the personal data, we will be unable to perform any contract we have with you for the provision of adding you to the relevant judges' list.

### Recipients of your personal data

We do not disclose data to any outsourced data processors. The judges' lists will be available in the public domain to be accessed via the Clubs' websites and shared with legitimate interested parties as outlined in the main Privacy Notice (paragraph 7.2).

## **Kennel Club records**

The Kennel Club will hold the personal data of officers of all of the Clubs as a part of the implementation of Kennel Club Rules and Regulations.

We provide the Kennel Club with details of our judges' lists in order to meet requirements in the Kennel Club Rules and Regulations.

### **Do we use your data for any automated decision-making?**

No personal data is processed for automated decision-making

## **Judges Sub-Committee Retention Policy**

The Judges' sub committee of the BDDC, MDC, NEDC, SEEDC & SWDC will only retain personal data for as long as necessary to fulfil the purposes for which it was collected it including for the purposes of satisfying any legal, accounting, or reporting requirements.

Personal data can be further processed and stored for archiving in the public interest and statistical and historical research purposes.

When doing so we will consider:

- any link to the initial purpose
- the context the data was collected in
- the reasonable expectations of judges
- the nature of the data
- the consequences of further processing
- and the existence of appropriate safeguards.

Also, whether such data can be 'anonymised' if being preserved for archives.

### **Judges' Lists**

Old judges' lists may have some historical value and/or statistical value The JSC will consider how long is practically useful to retain these documents after full transition to the Kennel Club's Judges Competency Framework portal has been achieved.