

# Church Hill Bridge Club Privacy Policy

Church Hill Bridge Club (CHBC) undertakes to collect and use members' personal data in compliance with the General Data Protection Regulation (GDPR). Our legal basis for processing this data is our legitimate interest as a bridge club. We use the data for the administration of membership, the communication of information and the organisation of events.

Topics included:

- What data do we collect?
- How do we use the data?
- How do we store the data?
- With whom do we share the data?
- Retention and maintenance of the data

## 1. What data do we collect?

CHBC collects the following data:

- Name
- Email address
- Phone numbers
- Postal address
- EBU number
- BBO username

Members provide CHBC with all the above data, typically, when they apply for membership of the club and from time to time thereafter as and when it changes.

We also collect the scores from games played which are displayed on our results page on BridgeWebs and used by the English Bridge Union.

## 2. How do we use the data?

We use the data for the administration of membership, the communication of information to members, and the organisation of events for members.

## 3. How do we store the data?

Member information is recorded in our membership database, which is stored online on BridgeWebs in compliance with the GDPR.

#### 4. With whom do we share the data?

Apart from the organisations listed below personal data is not passed on by us for use by any other third parties whether or not connected with bridge.

##### a) English Bridge Union (EBU) and Surrey County Bridge Association (SCBA)

By becoming a member of Church Hill Bridge Club, a member automatically becomes a member of the English Bridge Union (EBU), subject to the EBU Board's right of refusal or expulsion pursuant to its Bye Laws. The EBU will receive their contact details, excluding phone numbers, and will send them a Welcome Pack unless they choose to become an "Anonymous" member.

PLEASE NOTE: When a club creates a new member's EBU record, the club has the ability to make changes to that record on behalf of the member. If a member would prefer the club not be able to update their personal information they can change their permissions by logging on to My EBU -> Account -> My Details at [www.ebu.co.uk/members](http://www.ebu.co.uk/members).

Equally if they are already a member of the EBU via another affiliated bridge club or as a Direct Member, the club will not have full permission to view/edit their personal information. If they wish to give the club the ability to update/change their personal information they can change their permissions by logging on to My EBU -> Account -> My Details at [www.ebu.co.uk/members](http://www.ebu.co.uk/members).

Our membership data, excluding phone numbers, is shared with the English Bridge Union, the governing body of the game of duplicate bridge, and they will pass it on to the member's "county of affiliation" which is usually the club's primary county bridge association.

We also share scores from games played with the EBU.

A limited amount of member information (name, EBU number, county, post town) will be listed in the EBU's database made available for use by scoring program providers and users. This is to allow the correct identification of players for scoring purposes.

Information relating to a member's National Grading Scheme (NGS) grade and master point rank, together with their county of affiliation, will be generally available from the EBU website unless they have chosen for it to be private. They can do this by logging on to My EBU -> Account -> My Details at [www.ebu.co.uk/members](http://www.ebu.co.uk/members).

##### b) Bridgewebs/ScoreBridge

Member data may be processed by Bridgewebs/ScoreBridge that act as Data Processors on our behalf. They may only use it for the specific purposes for which

they act as our data processors and they are not free to pass this on to other organisations that are not connected with Church Hill Bridge Club.

## 5. Retention and maintenance of data

CHBC will seek to retain and maintain the data referred to above for as long as the individual maintains their membership by renewing their annual subscription. If their subscription lapses or they advise the Club of their resignation from membership, their personal data will be deleted from the database in a timely manner.

Last updated: 2<sup>nd</sup> August 2020