



# United Kingdom Wayfarer Association

## Personal Information Privacy Policy

### 1. About this Policy

- 1.1 This Policy explains when and why we collect personal information about our members, measurers and advertisers, how we use it and how we keep it secure and your rights in relation to it.
- 1.2 We may collect, use and store your personal data, as described in this Privacy Policy and as described when we collect data from you.
- 1.3 We reserve the right to amend this Privacy Policy from time to time without prior notice. You are advised to check our website <https://wayfarer.org.uk> regularly for any amendments (but amendments will not be made retrospectively).
- 1.4 We will always comply with the General Data Protection Regulation (GDPR) when dealing with your personal data. Further details on the GDPR can be found at the website of the Information Commissioner (ico.gov.uk). For the purposes of the GDPR, we will be the “controller” of all personal data we hold about you.

### 2. Who are we?

- 2.1 We are the United Kingdom Wayfarer Association. We can be contacted by post: UKWA, PO Box 10687, Colchester, CO5 8XJ. Telephone 01206 545896 or email [secretary@wayfarer.org.uk](mailto:secretary@wayfarer.org.uk)

### 3. What information we collect and why

Type of information	Purposes	Legal basis of processing

Member's Name,  
Title,  
Salutation,  
Postal address  
Telephone numbers  
Email address(es)  
Sailing Club

Hartley Boats share their brand new Wayfarer owner information with UKWA so that the UKWA can enrol those, not already a UKWA member, and give them that year's membership FOC as a welcome to the Class.

Membership is categorised as:  
Full (boat owning)  
Associate (non boat owning)  
Honorary Life  
Sailing school  
Advertisers (WN)  
Freemail

The UKWA keeps an archive of class activity and boat ownership and publications (Wayfarer News, brochures, flyers etc).  
Name and sail number of boat, name of helm and/or crew and club alongside name of trophy or cup and year won

Managing the Member's membership of the Association and to send out Wayfarer News and eNews.

Racing versions require a certificate, which can only be issued on the UKWA's receipt of a completed and signed measurement form by Hartley Boats.

To be able to create a contact list for each group

For legitimate reasons and uses of the Class

Kept for historical reasons to provide an archive of UKWA racing and cruising cup and trophy winners

Performing the Association's contract with the Member.

For the purposes of our legitimate interests in operating the Association.

For the purposes of our legitimate interests in making sure we can provide historical data about our class association

<p>Boat Details:</p> <p>Boat number Name Builder Year built Version Measured? If so, date, measurer and any dispensations? Weight correctors noted in this section.</p>	<p>Kept for historical reasons and inform members if their boat has been measured etc.</p> <p>Forms major part of our membership information.</p> <p>Membership is recorded under boat number: Membership number = boat number.</p> <p>Managing race entries and race results</p>	<p>For the purposes of our legitimate interests in making sure that we can provide historical data for members about their boat</p>
<p>Gender</p>	<p>Salutation</p> <p>To know who is coming to an event and what provisions are required?</p>	<p>For the purposes of our legitimate interests in making sure that we can provide sufficient and suitable facilities (including changing rooms and toilets) for each gender.</p>
<p><i>Certain data is collected for each sailing event in line with this Privacy Policy. This temporary information is deleted after the event is over. However, sufficient data can be retained so that past participants can be contacted for future events.</i></p>	<p>To share information with participants after the event. To let members know about similar future events.</p>	<p>For the purposes of our legitimate interests in holding races/rallies/training sailing events for the benefit of members of the Association.</p>
<p>Emergency contact details We don't store this on the members db But may do separately, at sailing events</p>	<p>Contacting next of kin in the event of an emergency</p>	<p>Protecting the Member's vital interests and those of their dependents.</p>

Photos and videos of members and their boats	Putting on the Association's website, social media pages, enews, Wayfarer News, brochures and in press releases details of participants, results and rankings, as well as information about our activities, or the activities of our members.	When we do this, the information is restricted to the sailor's name, club, photos or videos. Before publishing such information we will consider the potential impact publishing may have on you, and your rights, and ensure that these are not overridden by our own interests.
Radio call signs and mobile phone numbers	Collected for a rally and shared between those participating in the rally.	For the purposes of our legitimate interests in ensuring that boats on a rally can maintain contact with each other.

#### 4. How we protect your personal data

4.1 We will not transfer your personal data outside the European Economic Area (EEA) without your consent.

4.2 We have implemented generally accepted standards of technology and operational security in order to protect personal data from loss, misuse, or unauthorised alteration or destruction. We will notify you promptly in the event of any breach of your personal data which might expose you to serious risk.

4.3 Please note however, that where you are transmitting information to us over the internet this can never be guaranteed 100% secure.

4.4 For any card payments which we take from you online we will use a recognised online secure payment system.

4.5 We will notify you promptly in the event of any breach of your personal data which might expose you to serious risk.

#### 5. Who else has access to the information you provide us?

5.1 We will never sell your personal data. We will not share your personal data with any third parties without your prior consent (which you are free to withhold) except where required to do so by law or as set out in the table above or paragraph 5.2 below.

5.2 We may pass your personal data to third parties who are service providers, agents and subcontractors to us for the purposes of completing tasks and providing services to you on our behalf (eg to print magazines and send you mailings). However, we disclose only the personal data that is necessary for the third party to deliver the service and we have a contract in place that requires them to keep your information secure and not to use it for their own purposes.

#### 6. How long do we keep your information?

6.1 We will hold your personal data on our systems for as long as you are a member of the Association and for as long afterwards as is necessary to comply with our legal obligations. We will review your personal data every

year to establish whether we are still entitled to process it. If we decide that we are not entitled to do so, we will stop processing your personal data except that we will retain your personal data in an archived form in order to be able to comply with future legal obligations eg compliance with tax requirements and exemptions, and the establishment exercise or defence of legal claims.

6.2 We securely destroy all financial information once we have used it and no longer need it.

## **7. Your rights**

7.1 You have rights under the GDPR:

- a) To access your personal data
- b) To be provide with information about how your personal data is processed
- c) To have your personal data corrected
- d) To have your personal data erased in certain circumstances
- e) To object to or restrict how your personal data is processed
- f) To have your personal data transferred to yourself or to another business in certain circumstances.

7.2 You have the right to take any complaints about how we process your personal data to the Information Commissioner: <https://ico.org.uk/concerns/> 0303 123 1113

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

For more details, please address any questions, comments and requests regarding our data processing practices to the UKWA Chairman via [secretary@wayfarer.org.uk](mailto:secretary@wayfarer.org.uk)