

Privacy statement Badminton club De Lobbers

1. Contact details

Name: Badmintonclub (BC) De Lobbers
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2. List of abbreviations

AID Annual Introduction Days
 BC Badminton Club
 BN Badminton Nederland
 SCB Sports Centre de Bongerd
 SWU Thymos Sportstichting Wageningen Universiteit Thymos
 WUR Wageningen University and Research

3. Personal data

As a student sports association, we* collect certain personal data, to be able to execute our tasks. In this privacy statement we elaborate on which personal data we collect and from whom, what we use this personal data for, who has access to the personal data, with whom we share personal data and how we protect the personal data. This document is meant for our members. For participants of the Rijncup tournament, there is a separate privacy statement.

*: 'we' refers to the person or group responsible for keeping and handling the personal data. This is further explained in the table in 3.1.

3.1. What personal data do we collect, who has access to it and what is it used for?

In the table below the personal data we keep, who has access to it and for what purposes we keep this data are listed.

Who?	Which data?	For what purpose?
<u>Chairman (board)</u>	Names and email addresses of members	To send the infomail to all members
	Pictures	Pictures taken during activities can be used in the club magazine, on the De Lobbers website, for promotion by SWU Thymos (e.g. AID), on the De Lobbers Facebook page or in the Members of BC de Lobbers Facebook group.

<u>Secretary (board)</u>	Names of members	To subscribe members to BN
	Email addresses	To contact members regarding their membership
	Place of residence	To subscribe members to BN
	Bank account numbers	To pass the information on to the Treasurer
	Subscription date	To check what kind of membership is appropriate
	Connection to WUR (student/PhD)	To report member-distribution to SCB/SWU Thymos
	Phone numbers	To add members to the group Whatsapp
	Pictures	Pictures taken during activities can be used in the club magazine, on the De Lobbers website, for promotion by SWU Thymos (e.g. AID), on the De Lobbers Facebook page or in the Members of BC de Lobbers Facebook group.
<u>Treasurer (board)</u>	Names and email-addresses of members	To contact members about financially related issues
	Bank account numbers	To collect the yearly subscription fee and to transfer declarations done by members.
	Payment records/ receipts of payments made for the club + name of person who bought it	To keep track of our finances and to make sure all spendings are accounted for.
	The type of membership (non-competition player/ competition player/half year member/player at another club)	To determine the subscription fee.

	Pictures	Pictures taken during activities can be used in the club magazine, on the De Lobbers website, for promotion by SWU Thymos (e.g. AID), on the De Lobbers Facebook page or in the Members of BC de Lobbers Facebook group.
<u>General board members</u>	Names and email addresses of members	To contact members regarding activities.
	Pictures	Pictures taken during activities can be used in the club magazine, on the De Lobbers website, for promotion by SWU Thymos (e.g. AID), on the De Lobbers Facebook page or in the Members of BC de Lobbers Facebook group.
<u>Competition leader</u>	Names and email addresses of competition players	To contact competition players regarding competition-related issues.
	Scores of competition matches	To enter on the BN website.

3.2 Access to mail

All our board members and Rijncup-committee members have access to both the mailbox of BC de Lobbers (lobbers@wur.nl) and the mailbox of the Rijncup tournament (rijncup.lobbers@wur.nl). The competition leader has access to all mails regarding competition.

3.3. How long do we keep personal data?

With the exception of names, email addresses, receipts and photos, your personal data is deleted within two years after your membership of BC de Lobbers is ended. Names and email addresses can be saved longer so that we can contact our former members to invite them to the lustra. If you do not want us to invite you for our lustra, you can send us a mail explicitly requesting to delete your contact data, see 'your rights regarding your data'. Photos are stored for an undetermined period. Payment records/receipts have to be kept for at least five years.

3.4 With whom do we share the data?

Personal data is shared with SWU Thymos, SCB and BN for their administration.

- We register your name and sport card number to SWU Thymos and SCB.
- We register your name, place of residence and birth date to BN.

3.5. How do we take care of personal data?

The personal data is stored in files on personal laptops/computers with password security. The payment records/receipts are also stored physically, kept by the actual treasurer. Pictures are stored on personal computers and on a USB-stick, which is in the hands of the Technical Committee.

3.6. Right to inspect and correct

All persons that we keep personal data from have the right to inspect, correct and demand deletion of the personal data we keep. For this, please contact the board of BC de Lobbers via lobbers@wur.nl. When deletion of required personal data is demanded, the membership of BC de Lobbers is terminated. Pictures form an exception to this rule, as they are not required for your membership. If you do not want to be on the pictures we take, please contact the board in person.

3.7 Alterations of privacy statement

This privacy statement was published in September 2018. Alterations to this privacy statement can be made when necessary. You will be notified via email when any important alterations, i.e. those that have implications for the data collection/processing by BC de Lobbers, are made. If you have any suggestions for improvement of this document or any questions regarding this document, please contact the board of BC de Lobbers via lobbers@wur.nl.