

ECMP DATA PROTECTION POLICY

Introduction

1. ECMP may collect and use information about its Member Federations and their members ('you') and others with whom we come into contact order to carry out our work. This information will be collected and dealt with appropriately. This policy applies to all personal data whether on paper, electronically or otherwise recorded.

Collection and Use of Your Information

2. ECMP may retain the details provided by members that they provide on the membership form (or online equivalent) along with details of competition entries and results. We do this in order to:
 - a. Maintain records.
 - b. Respond to any enquiries you make.
 - c. Administer any events in which you participate or may wish to participate and to deal with any incidents you may be involved with.
 - d. Create an individual profile for you so that we can understand and respect your preferences.
 - e. Create statistics about members to enable us to secure funding, none of which will include personal information.
 - f. Contact you about pentathlon events, offers and opportunities available from ECMP or any commercial partner by post, email, online or phone.

Correct Treatment of Your Information

3. ECMP places great importance on the correct treatment of personal information as a key element in the success of our working relationships, and in maintaining the confidence of those with whom we deal. We intend to ensure that personal information is treated lawfully and correctly in accordance with the law of the place of treatment. Any personal information:
 - a. Will be processed fairly and lawfully and, in particular, shall not be processed unless specific conditions are met.
 - b. Shall be obtained only for one or more legal purposes in the place of treatment, and shall not be processed in any manner incompatible with that purpose or those purposes.
 - c. Shall be adequate, relevant and not excessive in relation to those purpose(s).
 - d. Shall be accurate and, where necessary, kept up to date.
 - e. Shall be processed in accordance with the rights of data subjects under the law of the place of treatment.
 - f. Shall be kept secure against unlawful processing or accidental loss or destruction of, or damage to, personal information.

Data Storage

4. Information and records relating to members and competitors will be stored securely and will only be accessible to authorised staff and volunteers.

Data Handling, Access and Accuracy

5. All member Federations have the right to access the information ECMP holds about them. .
6. In addition, ECMP will ensure that:
 - a. Everyone processing personal information for ECMP understands that they are responsible for following good data protection practice.

- b. It deals promptly and courteously with any enquiries about handling personal information.
- c. It will regularly review the way it holds, manages and uses personal information.

Recording Images

- 7. ECMP may record and take pictures at the competition events in which you participate and general images of competitors will form part of the information we hold and use. In addition to the purposes for general information set out above, ECMP may use these recordings and images for the purposes of education and training, promotion, performance, development and selection and event analysis.

Disclosure of Your Information

- 8. Details of your achievements in events may be included on the ECMP website as well as reported on Facebook and Twitter, which will be available to the general public. We may retain competition results as a matter of public interest.

Images

- 9. Images may be disclosed to the media for promoting pentathlon and the reporting of events.

Doping Control

- 10. If you enter competitions, you may be subject to doping control as part of the ECMP commitment to a drug free sport. At the time of sample collection, your personal data will be collected by the relevant Anti-Doping Agency which undertakes the testing and administers the programme.

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