

Ibex Mountain & Hillwalking Club Privacy Policy



This privacy policy sets out how Ibex uses and protects any information that you give Ibex, as a member or prospective member. We will only use information you have provided that identifies you in accordance with this privacy policy.

Ibex may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy was last updated on 27 February 2021.

Who is collecting the information:

- The information is being collected by Ibex Mountain and Hillwalking Club, affiliated to the British Mountaineering Council (BMC), number 910165.

Data collection principles:

- Ibex only collects personal data needed for specific purposes
- Ibex only collects the minimum amount of data to fulfil these purposes
- Ibex reviews the data stored regularly and deletes anything that is not needed.

What data is collected:

We may collect some or all of the following:

- Your name, address, postcode, dietary requirements, email and telephone numbers
- Emergency contact information for your next of kin, including telephone numbers
- Information on your skills, preferences and interests
- Other information that may facilitate and enhance club activities and the benefits of club membership
- Website traffic data including information about your visit(s) to this website using a service called Google Analytics. This service may set cookies in your web browser.

What is the information used for?

Ibex uses this information to organise club activities and events and understand how these can be tailored to meet the interests of members or attract new members. It is needed in particular for the following reasons:

- Organising weekends, day walks and other activities and events
- Alerting next of kin in the event of an accident or emergency
- Keeping you informed of club activities and sending you other information that may be of interest to you as a member or prospective member of a hiking club

- Enabling 'club member' status with the BMC, gaining access to benefits such as equipment discounts and liability insurance
- Providing members and registered prospective members with third-party liability insurance when undertaking club activities
- Finding out what interests you and what skills you have so that we can improve the range of activities that the club coordinates
- Analyse the effectiveness and performance of the club website.

How is data stored:

- When you join the club, your membership registration data will be stored on the Ibex website
- When you send a 'Contact Organiser' request, and select the 'Club Newsletter' opt-in box, your name and email address will be stored on the Ibex website
- When you apply for a club event, you will complete an event application form. This data will be stored by the Event Organiser in paper or electronic format.

How do I access and delete my data?

- To view and modify your membership registration data, please login to the Ibex website and click 'Update My Details'
- To remove or receive a portable copy of your membership registration data, please email the Ibex Membership Secretary on membership@ibexmc.org.uk
- To remove your data from the club newsletter list, please email the Ibex Membership Secretary on membership@ibexmc.org.uk
- To view, modify and remove your application form data, please contact the Event Organiser.

Data sharing with third parties:

- Your membership registration data will be transferred to the British Mountaineering Council (BMC), using their secure Member Services Online service. It is a condition of the clubs' liability insurance that members' details are transferred to the BMC. The BMC's privacy policy is available on the BMC website.
- Selected application form data for club events will be shared by the Event Organiser with other participants, including: name, telephone number(s), email and dietary preferences
- If you pay for an event on the Ibex website, selected membership registration data and application form data will be transferred to PayPal to create the transaction.

How long is the data stored for?

- Your membership registration data will be removed with immediate effect if you request to end your club membership. If you fail to renew your club membership your membership

registration data will be removed following a grace period of up to eight months from the end of the preceding membership year (31st December), ie by end of August at the latest. Your email will also be removed from the club's members' email list.

- Prospective members registration data will be removed one year after registration if they have not joined the club and their email will be removed from the club's prospective members email list.
- Event Organisers will not retain event application forms in any format once events have completed. Members may ask the Event Organiser to return their application form at the end of the event.

Photos of event participants

In order to promote the club to non-members and to allow members to share their experience of club events:-

- Ibex uses some photos taken of participants on club events on the Ibex website, (www.ibexmc.org.uk).
- Ibex has a flickr account for members to post photos taken on club events, to which all members of Ibex can upload photos, which sometimes include photos of event participants (www.flickr.com/photos/ibex-mountain-hillwalking)
- Ibex has a Facebook page ([@IbexMountainandHillwalkingClub](https://www.facebook.com/IbexMountainandHillwalkingClub)) and linked profile page, which may include some photos of participants on club events.
- Ibex distributes a monthly pdf newsletter to members and prospective members which includes photos of participants on club events

Ibex will respond to any reasonable request to remove a photo from anyone included in the photo.

Who is responsible for data protection and security?

- Ibex Committee members have overall responsibility for data protection and security
 - Specific responsibility for website, membership registration and club newsletter data falls to the Ibex Webmaster who can be emailed on webmaster@ibexmc.org.uk
 - Specific responsibility for social media falls to the Ibex Social Media Coordinator who can be emailed on social@ibexmc.org.uk
 - Specific responsibility for application form data falls to that specific Event Organiser

How can the data subject raise a complaint?

- You can make a complaint by emailing the Ibex Club President president@ibexmc.org.uk

Revision History

Version	Change	Name	Date
1.0	First version	Judith Barnes	01/01/2010

2.0	Revised to add more detail based upon GDPR legislation	James Hancock	01/11/2018
2.1	Clarification of some points	Nina Cole	02/05/2019
3.0	Extension of time limits for data retention to allow for more marketing to ex and prospective members. Addition of section on use of photos	Nina Cole	27/02/2021