

# **Privacy Notice**

#### Who we are

At ABP Club we take the privacy and data security of our members very seriously. With the new GDPR privacy laws coming into effect from May 25<sup>th</sup> 2018, we have made some changes to our Privacy Notice to help you better understand what data we hold for you, what we do with that data.

When you or your employer joined ABP Club as a member, you entered into a contractual agreement with ABP. Where you or the company you work for pays for services that we provide. You or the company you work for provided us with the necessary data required to provide you with these services, which makes you or the company you work for the Data Controller and ABP Club the Data Processor.

We only hold the necessary information required for you to receive the benefits of an ABP Club membership, and we only hold it as long as you the Data Controller wants us to. Your data is secured in a password protected database on a secure server. Membership can be cancelled at any time by emailing <a href="membership@abpclub.com">membership@abpclub.com</a> at which point we will remove any personal information we hold on you from our records.

ABP Club are committed to maintaining the trust and confidence of our members using our website. In particular, we want you to know that ABP Club has not, and will never sell, rent or trade email lists with other companies and businesses for marketing purposes.

In this Privacy Policy, we're providing you with detailed information on when and why we collect your personal information, how we use it, the limited conditions under which we may disclose it to others and how we keep it secure.

# Types of data we collect

#### Website Cookies

The ABP website (www.abpclub.co.uk) places cookies, which are small data files, on your computer or handheld device. This is standard practice for all websites.

Cookies are essential for helping us deliver a high quality website and online membership experience for our members.

ABP Club only uses cookies to allow you to store your members login details so that you can access the website's Member Only areas without having to enter your details on every visit. We do not use this data for any other reason or share it with any other organisation.



If you do not consent to ABP club collecting your data via cookies, you must disable cookies and enter your login information for every visit you make.

#### Webtrends

When someone visits www.abpclub.co.uk we use a third party service, Webtrends, to collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. This information is only processed in a way which does not identify anyone. We do not make, and do not allow Webtrends to make, any attempt to find out the identities of those visiting our website.

#### Mailing Lists

As part of the registration process in becoming a member we collect personal information. We use that information for a couple of reasons: to tell you about stuff you've asked us to tell you about; to contact you if we need to obtain or provide additional information; to check our records are right and to check every now and then that you're happy and satisfied. We don't rent or trade email lists with other organisations and businesses.

We use a third-party provider, NewZapp, to deliver our newsletter. We gather statistics around email opening and clicks using industry standard technologies to help us monitor and improve our e-newsletter. For more information, please see NewZapp's <u>Privacy Notice</u>.

You can unsubscribe to general mailings at any time of the day or night by clicking the unsubscribe link at the bottom of any of our emails or by emailing <a href="mailto:GDPR@abpclub.com">GDPR@abpclub.com</a>.

#### Event / Ticketing Data

When you purchase a ticket (or tickets) or use your membership to register to attend a free event, we collect some information from you in our Event Booking system. Typically, this will be your name, company name, email and a billing address (if it is a pay to attend event). This data will be stored in our Event Booking system, which is secured with password protection. Please be assured that we do not share your personal details with any other company without your consent.



#### Third Parties

ABP Club never shares your personal membership information with any third party companies.

## Access to your personal information

Under GDPR, you as the Data Controller has the right to access and amend any of the personal data that you hold on your account by making a Subject Access Request.

To view, amend, or delete any of the personal information please contact our data protection officer Paul Dowling <a href="mailto:GDPR@abpclub.com">GDPR@abpclub.com</a>

Further information on making Subject Access requests can be found on the Information Commissioner's Office <a href="https://www.ico.org.uk">www.ico.org.uk</a>

## Changes to this Privacy Notice

ABP Club will review this Privacy Notice annually, or as and when we deem it necessary so that we continue to comply with GDPR regulation.