Border Collie & Working Sheepdog Fitting Database UK - Privacy Notice

1. Introduction

1.1. The Border Collie & Working Sheepdog Fitting Database UK is committed to protecting your personal information (data) and respecting your privacy.

1.2. This Privacy Notice sets out the basis on which any personal data that we collect from or about you, or that you provide to us, will be processed by us.

1.3. For the purpose of the General Data Protection Regulation [the GDPR], the data controller is the BORDER COLLIE & WORKING SHEEPDOG FITTING DATABASE UK [BC & WSD FDUK]

1.4. We will review this Privacy Notice regularly and may amend from time to time. Please check back regularly to see any updates or changes to this Notice.

2. Data Protection Contact

2.1. The contact details for any data protection queries are as follows:

2.1.1. *enquiries@fittingcollies.com*

3. Data Protection Principles

We will comply with data protection law. This says that the personal information we hold about you must be:

1. Used lawfully, fairly and in a transparent way.

2. Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.

3. Relevant to the purposes we have told you about and limited only to those purposes.

4. Accurate and kept up to date.

5. Kept only as long as necessary for the purposes we have told you about.

6. Kept securely.

4. Particulars of processing

4.1. We process personal data of owners or breeders* of fitting Border Collies & Working Sheepdogs. However, no personal data will be available on the database or website, it will only be information regarding the fitting dogs/lines concerned.

5. Your rights as a data subject

5.1. The General Data Protection Regulation provides the following rights (subject to some exemptions):

5.1.1. The right to request access to the personal data that we hold about you;

5.1.2. The right to request rectification of the personal data that we hold about you;

5.1.3. The right to request erasure of the personal data that we hold about you;

5.1.4. The right to request restriction of processing about you;

5.1.5. The right to object to processing; and

5.1.6. The right to data portability.

If you wish to raise a complaint on how we have handled your personal data, you can contact us on the details above.

If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law you can complain to the Information Commissioner's Office (ICO) full contact details for which can be found at https://ico.org.uk/global/contact-us/

6. How we will use information about you

We will only use your personal information when the law allows us to. Most commonly, we will use your personal information in the following circumstances:

1. Where we need to contact you regarding a query with a dog you have on the database or a query with a dog you want adding to the database.

2. Where we need to comply with a legal obligation.

3. Where it is necessary for our legitimate interests and your interests and fundamental rights do not override those interests.

We may also use your personal information in the following situations, which are likely to be rare:

1. Where we need to protect your interests (or someone else's interests).

2. Where it is needed in the public interest [or for official purposes].

6.1 We will generally process your personal data for the sole purpose of contacting you with a query about a dog you own or have bred (owning sire and/or dam) on the fitting database or a query when adding the details of a dog that you own on to the fitting database. We may also use personal information for additional relevant and related purposes where you might reasonably expect us to do so, where the benefits of doing so are not outweighed by your own interests or fundamental rights or freedoms. This may include:

1. To maintain our records and other administrative purposes, including updating your details and preferences:
2. To assist with queries, complaints, and dispute resolution;
3. For communications related to the fitting dog:

6.2 We do not intend to use your personal data for marketing purposes (photographs on website and social media). Where our processing of personal data is based on your having given consent, you have the right as a data subject to withdraw that consent at any time. If you wish to invoke this right, please notify us using the contact details set out in Section 2 above.

6.3 Where we provide links to websites of other organisations this Privacy Notice does not cover how that organisation processes personal information. You may wish to read the Privacy Notices on the other websites you visit.

6.4 You have the right to lodge a complaint with a supervisory authority. In the United Kingdom, the supervisory authority is the Office of the Information Commissioner, full contact details for which can be found at https://ico.org.uk/global/contact-us/

7. Recipients of Data

7.1. Your personal data will not be shared.
7.2. Your personal data will not be sold
7.3. Your personal data will not be given to a third party
7.4. Your personal data will not be available to view on our website
7.5. In appropriate circumstances we may disclose data to authorised bodies as required by law.

8. Visitors to the Border Collie & Working Sheepdog Fitting database UK website – Cookie Policy

8.1. We do not use cookies to monitor how people use our websites. However, the website host may; you may wish to check the Privacy Notice of our website host which can be found at www.weebly.com

9. Our contact details

9.1. Please contact us on enquiries@fittingcollies.com if you have any questions or concerns about personal data and privacy matters.

(*For the purpose of this document the 'breeder' may be the owner of the sire and/or dam of a fitting dog)

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Data Collection Procedure and Retention Policy

Scope: Any data submitted by the owners or breeders* of the dogs listed on the fitting database

Aim: To enable data to be used for informational purposes and to be retained for an agreed amount of time

Collection of information:

Data will be collated through voluntary submission forms received from the owner/breeder* of the fitting dog/line. Each owner/breeder* will provide consent to hold their personal details on file and consent to the dog's details being made public on the BC & WSD FDUK website. Information submitted from anyone but the owner or breeder* of a dog will be discarded; unless such data has pre-existed on an alternative database. ('Pre-existing' data will be acknowledged as such on the website).

If a breeder* is submitting data they must adhere to the following criteria,

1. The owner of Sire and/or Dam can submit full details of a FITTING DOG that has been bred by them, so long as they have the written permission of the OWNER to disclose the information. To enable us to be GDPR compliant, we will need confirmation sent direct from the OWNER to BC&WSD FDUK, via email to submissions@fittingcollies.com before we will allow inclusion on to the database. The normal submission form may be used.
   OR
2. The owner of Sire and/or Dam can submit limited details of the LITTER they have bred, so long as they have the written permission of the OWNER of the opposite parent. To enable us to be GDPR compliant, we will need confirmation sent direct from the OWNER of the opposite parent to BC&WSD FDUK, via email to submissions@fittingcollies.com before we will allow inclusion on to the database. The affected dogs must not be named but the information may state that the mating of the named Sire and Dam produced X amount of fitting dogs from a litter of Y. The breeder's submission form must be used in this instance. This can be obtained by sending a request through the 'contact us' page on the website

Where will my data be stored?

The data will be stored on an external hard-drive to minimise the risk of information being stolen by a third party. No personal data will be stored on the website, it will be solely information relating to dogs submitted or transferred to be included on the Border Collie & Working Sheepdog Fitting Database UK. (Animals are not listed under GDPR). The person submitting details can request at any time, that information be amended, updated, or removed from the database.

How will I ensure my dog's entry on the database is correct?

The submitter of the affected dog must confirm and agree they are happy that the information they have disclosed is factual and correct at time of issue and for the information given to be used on our public website. Information will be processed directly from submission forms, therefore the officers of the BC & WSD Fitting Database UK cannot be held accountable for any errors or omissions. Where applicable, we include a dog's affix on our database as it is part of its registered name. It is the name the dog is known by in other canine registries. Affixes are part of a dog's heritage and appear in their lineage.

Retention of information

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All submitted information will be kept for an ongoing period whilst the BC & WSD Fitting Database UK is in existence. In the unlikely event that the database ceases to exist, the information collated will be retained for a maximum of six (6) months from the date of the website closing. During this time, if another data controller wishes to take the database over, the relevant process within the GDPR at that time will be followed. Once the handover has been completed all personal data held by the BC & WSD Fitting Database UK will be completely deleted from our files and external hard drive.

(*For the purpose of this document the 'breeder' may be the owner of the sire and/or dam of a fitting dog)

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ANNEX

This Annex sets out the processing of personal data relating to owners or breeders of dogs submitted to the database. We collect the personal data from the submission forms completed.

What personal data do we process, why do we process it and what is the lawful basis?

Owners/Breeders*	
• Name • Email address • Telephone number • Registered name of dog	
We process the personal data for the following purposes:	
[*Purpose]*	**[*Lawful basis*]**
• Holding the personal data on file	CONSENT
• Making the details of the fitting dog/line public on the BC&WSD FDUK website	CONSENT
• To enable contact regarding a query with a fitting dog/line that you have submitted for inclusion on our database	CONSENT
• To enable contact regarding a query with a fitting dog that is already on our database	LEGITIMATE INTERESTS
• To use the full registered name of the dog (where applicable)	LEGITIMATE INTERESTS

We also process personal data for legitimate interests as we have outlined in the main Privacy Notice (paragraph 6.1). Please be assured that we will always take account of your personal data rights in doing so.

Where do we obtain your personal data from?

All of the above personal data is received direct from you (the data subject).

How long do we hold your personal data for?

Personal data will be retained in accordance with statutory requirements and our retention policy

Are you obliged to provide us with your personal data?

You are not obliged to provide the personal data in question. However, if you do not provide the personal data, we will be unable to add your dog's details/line onto the database.

Recipients of your personal data

We do not disclose data to third parties

Do we use your data for any automated decision-making?

No personal data is processed for automated decision-making

No financial data will be held.