

- Carry out our obligations arising from any contracts entered into between you and British Cycling;
- Provide you with information, products or services that you request from British Cycling or which we feel may interest you, where we are legally entitled to do so;
- Enable people to join events, rides, clubs and groups and communicate with each other via the British Cycling system as part of that activity;
- Allow you to participate in interactive features of British Cycling's service, when you choose to do so;
- Notify you about changes to our service;
- To gather statistics about memberships and people interested in and/or taking part in cycling;
- To segment your personal data to make sure that you only receive information that is relevant to you;
- To publish and maintain a comprehensive set of results and rankings for the sport of cycling;
- To carry out British Cycling's National Governing Body functions including working with Scottish and Welsh Cycling as part of the British Cycling Federation.

British Cycling will not use any of the personal information we collect from you to make automated business decisions.

The legal basis on which we collect and process the personal data described above depends on the personal information concerned and the specific context in which we collect it. However, we will only use your personal information where we:

- Have your consent to do so;
- Need the personal data to perform a contract with you;
- Need to process your personal information for our legitimate interests and only where our legitimate interests are not overridden by your data protection interests or fundamental rights and freedoms;
- Have a legal obligation to collect personal information from you; or
- Need the personal information protect your vital interests or those of another person.

If we ask you to provide personal information to comply with a legal requirement or to perform a contract with you, we will make this clear at the relevant time, and advise you whether the provision of your personal information is mandatory or not (as well as the possible consequences if you do not provide your personal information).

When and how we share information with others

We will share information about you with some of our suppliers who process data on our behalf to help us to provide services to you. We may also share your personal data with third parties that we work with where it is lawful for us to do so.

Categories of organisation and purpose

- Marketing agencies - to provide relevant digital content to our customers (including prospective customers where applicable).
- Database hosting companies - to host British Cycling digital platforms (e.g. British Cycling website) and associated customer databases to enable customers to log in and interact with the website.
- Email broadcasting companies - to send emails to our customers.
- SMS broadcasting companies - to send SMS and text messages to our customers.
- Printing and/or mailing houses - to send products and benefits to our customers that are not directly produced by British Cycling (e.g. publications).
- Research partners (market research companies, academic institutions and analytics companies) - to undertake cycling-related research.
- Social media companies (e.g. Facebook) - to provide you with relevant social media posts. We may also use your email address to create 'lookalike audiences' on Facebook in order to reach people who may be interested in British Cycling. More information (including how to manage your preferences) can be found at <https://www.facebook.com/about/basics/advertising>.
- Online learning hosting companies - to enable our customers to take part in online training and learning.
- Governing bodies of cycling - to assist in event management, disciplinary issues and maintenance of competition licences, including the Union Cycliste

DATA PRIVACY NOTICE

Internationale (UCI, the world governing body) and other international cycling federations.

- UK Anti-Doping (UKAD) – to meet our obligations under the National Anti-Doping Policy and World Anti-Doping Agency (WADA) Code.
- British Cycling registered event organisers, ride leaders and officials - to enable event organisers, ride leaders and officials to manage British Cycling registered activities and communicate with participants and appointed volunteers.
- British Cycling affiliated cycling club officials and group leaders - to enable clubs and group leaders to communicate with and administer activities for those belonging to their club or group.
- Home country cycling federations (Scottish Cycling/ Welsh Cycling) - to manage cycling events, rides, clubs, groups, volunteers and participants based in Scotland and Wales and to support the welfare, development, progression and performance of individual members and clubs within cycling in Scotland and Wales.
- Sports results agencies - to collate results and reports for the British Cycling website on behalf of British Cycling.
- Organisations involved in event management (security, hospitality, venues) – as necessary to ensure the efficient management of events.
- Commercial partners – to send marketing communications to you where we have your consent to do so and to effectively deal with any concerns or complaints.
- Third party partnerships (Local Authorities, CSPs, Combined Authorities and transport partners) – to enable the local delivery of cycling programmes and initiatives.
- UK Sport and Sport England – to meet our funding obligations.
- Insurers and legal advisors – to advise and effectively manage any legal and insurance claims.
- Government agencies – where we have a legal basis for doing so (including for compliance with Covid-related laws and guidance such as NHS Test and Trace).

Transferring personal data outside of the EU

We do not envisage transferring any information about or relating to individuals to anyone who is located outside of the European Economic Area.

However, on some occasions, the information we collect may be transferred to organisations who may store and use such data at premises in other countries. Where we allow an organisation to process your personal information outside of the European Economic Area, we will ensure that we create and maintain appropriate safeguards with those organisations so that your personal information is subject to the same standards and protections as when we are processing your personal information inside the European Economic Area.

Security of your information

British Cycling will take all steps reasonably necessary including policies, procedures and security features to ensure that your data is treated securely and protected from unauthorised and unlawful access and/or use, and in accordance with this notice. Unfortunately, the transmission of information via the internet is not completely secure and, although we will do our best to protect your personal data transmitted to us via the internet, we cannot guarantee the security of your data transmitted to our website from your device. Any transmission is at your own risk.

Where we have given you (or where you have chosen) a password which enables you to access certain parts of the website, you are responsible for keeping this password confidential. We ask you not to share such a password with anyone.

Where any payments are being collected on our behalf, we require our payment providers to be compliant with the Payment Card Industry's Data Security standards (PCI-DSS).

British Cycling is Cyber Essentials Plus certified (certificate number 3776991827557169). More information about the scheme can be found at <https://www.ncsc.gov.uk/cyberessentials>.

Data storage and retention

We will hold information about you in our data systems only for as long as we need it for the purpose for which we collected it. In particular:

- Any data relating to the obligations of British Cycling to maintain a comprehensive, published index of results as a National Governing Body for sport will be retained. This would not include more than name, age category and gender alongside details of the event in which an individual took part.
- Personal data linked to the processing of insurance claims, subject access requests, disputes, safeguarding investigations, disciplinary or police matters, and British Cycling governance will only be kept for as long as it necessary for those purposes, as each is applicable.

Your rights

Data protection laws grant you, as a Data Subject, certain 'information rights', which are summarised below:

- Right of access - You have the right to obtain a copy of information we hold about you.
- Right of rectification or erasure - If you feel that any data that we hold about you is inaccurate, you have the right to ask us to correct or rectify it. You also have a right to ask us to erase information about you where you can demonstrate that the data we hold is no longer needed by us, or if you withdraw the consent upon which our processing is based, or if you feel that we are unlawfully processing your data. Please note that we may be entitled to retain your personal data despite your request, for example if we are under a separate legal obligation to retain it. Your right of rectification and erasure extends to anyone we have disclosed your personal information to and we will take all reasonable steps to inform those with whom we have shared their data about your request for erasure.
- Right to restriction of processing - You have a right to request that we refrain from processing your data where you contest its accuracy, or the processing is unlawful and you have opposed its erasure, or where we do not need to hold your data any longer but you need us to in order to establish, exercise or defend any legal claims, or we are in dispute about the legality of our processing your personal data.

- Right to Portability - You have a right to receive any personal data that you have provided to us in order to transfer it onto another data controller where the processing is based on consent and is carried out by automated means. This is called a data portability request.
- Right to Object - You have a right to object to our processing your personal data where the basis of the processing is our legitimate interests including but not limited to direct marketing and profiling.
- Right to Withdraw Consent - You have the right to withdraw your consent for the processing of your personal data where the processing is based on consent.
- Right of Complaint - You also have the right to lodge a complaint about any aspect of how we are handling your data with the ICO, who can be contacted at www.ico.org.uk.
- Right to Opt-out of Marketing Communications - You have the right to opt-out of marketing communications we send to you at any time. You can exercise this right by clicking on the "unsubscribe" or "opt-out" link in the marketing emails we send you. To opt out of other forms of marketing (such as postal marketing or telemarketing), then please contact us using the contact details provided below.

Changes to our privacy policy

Any changes we may make to our Privacy Notice in the future will be posted on this page and, where appropriate, notified to you by date-stamped communication.

Contacting the Data Protection Officer

If you wish to contact us about your personal data or exercise any of the rights described above please contact:

dataprotection@britishcycling.org.uk

The Data Protection Officer, British Cycling Federation, Stuart Street, Manchester, Lancashire M11 4DQ