

## **Privacy Notice – Para World Sailing Functional Classification**

This privacy notice tells you about the information we collect and process from sailors wishing to receive a Para World Sailing Functional Classification.

In collecting this information, we are acting as a data controller and, by law, we are required to provide you with information about us, about why and how we use your data, and about the rights you have over your data.

### **Who are we?**

We are World Sailing (UK) Limited. Our address is 20 Eastbourne Terrace, Paddington, London, W2 6LG, United Kingdom. You can contact us by post at the above address, by email to [office@sailing.org](mailto:office@sailing.org) or by telephone on +44 (0)20 3940 4888.

We are not required to have a data protection officer, so any enquiries about our use of your personal data should be addressed to the contact details above.

### **What personal data do we collect?**

When you apply for Para World Sailing Functional Classification we collect the following information through both your application and during the classification procedure:

- Name
- Date of birth
- Address
- Gender
- Nationality
- Email address
- Mobile number
- Sailor ID
- Description of disability
- Details of 'eligible impairments'
- Medication taken
- Assistive devices used during sailing and on-land
- Details of treating doctor
- Details of medical insurance
- Details of functional anatomy
- Classification summary
- Final classification of disability

### **Why do we collect this information?**

We collect this information in order to process your application for a Para World Sailing Functional Classification and to ensure you comply with the Para-Classification Rules and Regulations, and other rules concerning World Sailing events (as set out in the Notice of Race and other event documentation).

## **What do we do with your information?**

We use your information in order to assign you a Classification and to process/determine any classification appeal.

Your information is stored in a secure online database which is only accessible by our staff and the Chief Classifier. Throughout 2018, your information will be transferred to a secure online database controlled by the International Paralympic Committee. By consenting to us processing your data, you are also consenting to this transfer unless you inform us that you object. Please see the information below on how to object.

We will publish your name, gender, World Sailing ID, year of birth, classification, and limited details of your disability on the publicly available Para World Sailing International Classification Master List.

Your name and contact information may also be shared with our race officials and published as part of the normal event processes (such as notices, protests etc.).

We also share limited parts of the information with our partner event organisers but only if it is necessary for them to know that particular information.

We will not use the information to make any automated decisions that might affect you.

The above uses of information may involve the transfer of your personal data outside of the European Union. Where this occurs, the data will be transferred in a secure and encrypted state.

## **How long do we keep your information for?**

We keep your information for as long as you wish to continue to have a Para World Sailing Classification. We review the list of competitors with classifications periodically (at the end of the Olympic quadrennium) and delete the information for competitors who appear to have ceased competing regularly.

If you wish us to delete the information, please contact us.

## **Your rights over your information**

By law, you can ask us what information we hold about you, and you can ask us to correct it if it is inaccurate. You can also ask for it to be erased and you can ask for us to give you a copy of the information.

If we are processing your information based on your consent for us to do so, you can ask us to stop using your information by withdrawing your consent. You can do this by emailing, writing or telephoning us using the contact details above.

## **Your right to complain**

If you have a complaint about our use of your information, you can contact the Information Commissioner's Office via their website at [www.ico.org/concerns](http://www.ico.org/concerns) or write to them at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF