

# GDPR Statement

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The English Association  
of Snooker and Billiards

The English Association of Snooker and Billiards (EASB) processes personal data according to the six data protection principles:

**1. Processed lawfully, fairly and transparently:**

- 1.1. The EASB collects personal data on registered users and associated members only through the EASB Member Zone. All data collected is visible to the individual through their Member Zone. As this is a by registration process, the data is deemed as being provided with the individual's consent.

**2. Collected only for specific legitimate purposes:**

- 2.1. The data collected is used for the purpose of processing memberships and event entries and for contacting the registered user either to inform of EASB or other recognised body snooker and billiards events, or, to inform the user of any situation which may affect them, (e.g.: cancellation of event or other notification).

**3. Adequate, relevant and limited to what is necessary:**

- 3.1. Only the data requested on Registration and on the addition of related member's record is held (See Data Collected below).

**4. Must be accurate and kept up to date:**

- 4.1. Registered users can access and update their and any associated member's personal data via the Member Zone at any time. Some fields which are used for event selection (e.g.: DOB or Location) may be locked and require updating by an administrator on request as these determine types of Events that can be entered.

**5. Stored only as long as is necessary:**

- 5.1. Registration details are required to be held for at least the duration of the current season. For the convenience of the user, at the start of each season all registered users will be asked directly if they wish their registration details to remain on the database. If a direct reply is not received within the timeframe indicated, the user's details will be completely removed. Should the user subsequently wish to re-join the EASB they will need to re-register.

**6. Ensure appropriate security, integrity and confidentiality:**

- 6.1. Access to the Member Zone is by Login and Password. Passwords are encrypted and only known to the registered user. Password reset is automatic via the registered user e-mail address. Data is held on secure managed servers at a professional managed hosting organisation. Currently this is Winserve - [www.winserve.com](http://www.winserve.com).
- 6.2. Nominated EASB administrators who have signed the required data confidentiality agreement can access the data only for the purposes stated in 2.1. Access is by password protected log in which is revoked once the administrator leaves that position.
- 6.3. The EASB may share name, age and e-mail contact information, only with recognised bodies relating to Snooker and Billiards, specifically: World Professional Billiards & Snooker Association (WPBSA), World Snooker Federation (WSF), International Billiards & Snooker Federation (IBSF), European Billiards & Snooker Association (EBSA), Home International Billiards & Snooker Federation (HIBSF), World Billiards Limited (WBL), World Disability Billiards and Snooker (WDBS), World Ladies Billiards and Snooker (WLBS), English Amateur Billiards Association (EABA) and any other subsequently created recognised body) The Registered user can indicate in the Member Zone if they do not wish this to happen.

## Data Collected

The EASB holds two types of personal data, one for the 'Registered User' who is the person who has registered via the Member Zone, this may be the member themselves or the parent, guardian or representative of the member. The registered user is the person who pays membership and entry fees, receives any prize money and is the person communicated with. The second type is the associated 'Member' data. When a user registers, a member record is automatically created for them from the data submitted. The registered user can also subsequently add any number of associated members, for which only the additional associated member data below is collected.

### Registered User Data:

* Email:	Also used as Login Name
* Password:	Encrypted
* Surname	
* Forename	
* Date of Birth	
* Gender	
Current Age:	Automatically re-calculated over time
* Address	
* Town	
* County	
* Post Code	
* Telephone/Mobile	
Bank Account No:	Required only for prize money, expenses and payments to referees and officials.
Bank Sort Code:	Required only for prize money, expenses and payments to referees and officials.

### Associated Member Data:

* Surname	
* Forename	
* Outer Post Code:	e.g.: WA for the purpose of event regionalisation
* Date of Birth	
* Gender	
Current Age:	Automatically re-calculated over time
Dress Code Exemption	Tick box on submission of a doctor's note (maintained by Admin)

\* Is a mandatory field.