

Kyalami Park Club Privacy Notice

Introduction:

Your privacy is important to us. We value the trust that you place in us by giving us your personal information and promise to only use your personal information in a way that is fair and worthy of that trust.

We also promise to always be transparent with you about what information we collect, what we do with it, with whom we share it, and whom you should contact if you have any concerns. Kyalami Park Club is committed to best practices to protect the information we process.

Who we are:

The Kyalami Park Club represents Horse Owners, Riders and Social Enthusiasts (H.O.R.S.E). As a club, we run many events throughout the year, covering most equestrian disciplines. We are an inclusive Equestrian club that caters for all riders in the Gauteng and surrounding community, regardless of riding level. We also welcome members from other provinces.

The type of personal information we collect:

The term 'personal data' is defined as any information details which are related to an identified or identifiable natural person. We only collect the minimum amount of personal information that we determine necessary to carry on our business.

How we get the personal information and what we use it for:

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- Membership
- Show Entries
- Payment of prize monies
- Covid Compliance

We use the information that you have given us in order to:

- Verify Club membership with the various Discipline Associations
- Verify Club membership with the South African Equestrian Federation
- Pay over any prize money owing to you
- Grant you access to the remote gates to the property. (includes Beaulieu Estate for those who reside there)
- Flag any instances where you may be a Covid person of interest.

We may share this information with:

- The Discipline Associations
- The South African Equestrian Association
- The Beaulieu Estate Rate-Payers Association

When will we process your personal information:

In terms of the Protection of Personal Information Act (POPIA), the justification ground which we base our processing on consist out of the following:

- The data subject or a competent person where the data subject is a child **consents** to the processing. Kindly note that you have the right to withdraw your consent;
 - The processing is **necessary** to carry out actions for the conclusion or performance of a contract to which the data subject is a party;
 - The processing complies with an **obligation** imposed by law on the business;
 - The processing protects a **legitimate** interest of the data subject;
 - The processing is necessary for the proper performance of a **public law** duty by the business;
- Or
- The processing is necessary for pursuing the legitimate **interests** of the business or of a third party to whom the information is supplied.

How we store your personal information:

Your information is securely stored:

- We store your information on an access-controlled database hosted by Afrihost in an access-controlled environment. When adding or updating your information, your data is encrypted in transit.

We keep your information for:

- Gauteng Horse Society T/A Kyalami Park Horse Club will destroy or delete a record of personal information or de-identify it as soon as reasonably practicably after Gauteng Horse Society T/A Kyalami Park Horse Club is no longer authorised to retain a record.
- The de-identifying or deletion of a record of personal information must be done in a manner that prevents its reconstruction in an intelligible/understandable form. If Gauteng Horse Society T/A Kyalami Park Horse Club uses a record of personal information of a data subject to make a decision about the data subject, it must –
 - a) Retain the record for such period as may be required or prescribed by law or a code of conduct; or
 - b) If there is no law or code of conduct prescribing a retention period, retain the record for a period which will afford the data subject a reasonable opportunity, taking all considerations relating to the use of the personal information into account, to request access to the record.

Your data protection rights:

- You are entitled to access your personal data by accessing your online member profile with your registered username and password.
- You may also request Kyalami Park Club to correct or supplement any of your personal data Kyalami Park Club will undertake as soon as practicable.
- Request the destruction of your personal data. Jeanette Schulz (Information Officer) will consider your request in light of any other laws or regulations prohibiting Kyalami Park Club from destroying your personal data.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at manager@kyalamiparkclub.co.za if you wish to make a request.

Contact details:

Name: Jeanette Schulz
Address: 20 Rutherford Road, Sunninghill
Phone Number: 082 864 1250
E-mail: manager@kyalamiparkclub.co.za

How to complain:

If you have any concerns about our use of your personal information, you can make a complaint to us at manager@kyalamiparkclub.co.za

You can also complain to the Information Regulator if you are unhappy with how we have used your Information.

Their contact details are as follows:

The Information Regulator (South Africa)

33 Hoofd Street
Forum III, 3rd Floor Braampark
P.O Box 31533
Braamfontein, Johannesburg, 2017

Complaints email: complaints.IR@justice.gov.za