

Muddy Hikers Privacy & Data Protection Policy 2024

In line with GDPR (General Data Protection Regulation)

What is GDPR?

From 25 May 2018 the UK's existing data protection laws were replaced by the General Data Protection Regulation (GDPR). This gives EU citizens more control over how their personal data is used, especially online. All organisations who collect, store, share or use individuals' personal data, need to comply with the GDPR or face penalties, including hefty fines. This includes clubs / hiking groups. The key principles to bear in mind are:

- Data must be processed and stored securely
- Data should be updated regularly and accurately
- Data must be limited to what the club needs for the purpose for which it is collected
- Data must be used only for the purpose for which it is collected and
- Before using personal data, organisations must give people clear information about how it will be used in a privacy notice.

Please note GDPR requires that controllers set out a valid lawful basis for holding and processing personal data. While obtaining explicit consent or 'opting-in' is one of the six options available to do this, **it is not required where processing personal data is necessary to provide a service that someone has signed up for (signed up for a hike, clicked follow & like of Muddy hikers FB and Instagram page voluntarily and asked to be part of our whatsapp group where mobile numbers are visible to other members)**

1. Our mission on hiking group privacy and data protection

Muddy hikers hiking group is committed to;

- Requesting the minimum of personal data from you for the sole purpose in case of contacting your next of kin in case of emergency.
- Managing and keeping safe the personal information you give us.
- Supporting the changes in European data law, known as the General Data Protection Regulation (GDPR), which came into effect on 25th May 2018.
- Following the Information Commissioner's Office (ICO) guidelines. The ICO is the UK's Independent body set up to uphold information rights.

2. Why we collect data

- We collect a minimum of data (your full name, mobile number, health conditions, your next of kin's name and contact details) in case of emergency and so to comply with First Aid training policy
- These contact details will not be used for any other purpose and are securely stored and password protected

3. The data we collect and its purpose

- Full Name (if given) - to identify individual members.
- Telephone numbers (mobile numbers) in the event of you getting lost during our hike

- Telephone numbers (mobile numbers) so hike leaders can communicate any last minute changes to hikes or important info relating to a future hike
- Information about any health conditions to ensure hiker's safety on our hike
- Mobile numbers and names of next of kin in case of emergency of hiker on our hikes

4. Data we do not collect

- We do not collect additional data about you from any other source, other than that provided by you as required to meet our minimum data requirements for the smooth running of the hiking group.
- We do not ask for or hold any sensitive information about you such as; gender, religion etc.

5. The storing and use of personal data

- The data described above is stored on a password protected laptop in password protected spreadsheet
- These are kept securely by a limited number of hike leaders Stanislava Magnusova and Mr. Richard Walsh has an access to this protected information.
- This information is never passed to any other third party without the individual member's prior consent.

6. The taking and use of photographs – our protocol

- Any photograph (photo) taken of you in a group or as an individual member on walks or otherwise will be done with your full consent and knowledge regarding where, when, how and for what purpose the photos will be used.
- The Lead Walker will remind walkers of our 'taking photograph protocol' at the beginning of each walk. Those taking photos will also be required to tell you before a photo is taken during a walk, to enable you to decide if you want to be in the photo or to move out of the frame. You can do this freely with no consequences to your relationship with other walkers.
- Remaining in the frame will be considered that your consent has been given.
- Any postings you make on our social media platforms are done at your own risk.

7. Your rights

You have the right at any time by representation by email to themuddyhikers@gmail.com to:

- Ask us what information we hold about you.
- Correct any information we hold about you which is incorrect or out of date.
- Be removed from the group's database.
- You also need to be aware that any postings you have posted yourself or have consented to being posted on our social media sites, including photos, will remain, unless deleted by you or a request for deletion is received during you participating in our hikes.

8. Do we need to share our privacy notice with our members' emergency contact if these aren't members?

GDPR will allow organisations to process next of kin details / emergency contact details under legitimate interest processing rules or lawful bases. It is reasonable to assume that it is in a person's best interest to have their data processed for this purpose and it is an important part of the club's responsible approach to managing safety.