

## **Feis Lios Na Scéithe (Lisnaskea Feis) Privacy Statement**

### **Introduction**

Feis Lios Na Scéithe (Lisnaskea Feis) is committed to protecting your privacy. This statement discloses what type of data we may collect and hold, how it is used and with whom the data is shared.

Any personal information which you volunteer to us will be treated with the highest standards of security and confidentiality, strictly in accordance with data protection legislation, including the EU's General Data Protection Regulation (GDPR) effective 25 May 2018.

### **Purpose of collecting Personal Data**

- "Personal Data" means any data related to a person that allows that person to be identified, such as your name, age, telephone number, e-mail and mailing address. It is necessary for us to collect, maintain and use your Personal Data in order to do the following:
- Manage participant numbers for each competition
- Record and publish results of each competition
- Administrative duties including results/entry analysis and incident reports
- Facilitate and process requests for information on our services
- Improve our services to you

### **How do we collect and store Personal Data?**

When you complete an online or paper entry form, we will collect the details supplied on the Entry Form. When you fill out a 'Contact Us Form' online we will keep a record of your contact details and query. Data will be stored electronically by the committee of Feis Lios Na Scéithe (Lisnaskea Feis).

### **Disclosure of Personal Data**

We will not disclose Personal Data to third parties, without your consent, except in the following cases:

- Publication of competition results.
- To third parties who sponsor scholarships
- To third parties to enable compliance with legal obligations to which Feis Lios Na Scéithe (Lisnaskea Feis) is subject.

### **Right of Access, Rectification or Erasure**

You have the right to be given a copy of your Personal Data. You have the right to have your Personal Data corrected, if inaccurate, or erased, if there is not a legitimate reason for retaining the data. A request for access to, rectification or erasure of your Personal Data, should be made in writing, including proof of identification, to the address given in the "How To Contact Us" below. We will respond within 30 days.

### **Security of Data**

We intend to protect your Personal Data and we will use all reasonable efforts to take appropriate, technical and organisational measures and precautions to secure your Personal Data. These measures will be reviewed regularly.

### **Where can I get further information?**

Further information regarding your rights can be obtained at <https://ico.org.uk/>

### **How do I make a complaint or report a breach?**

Should you wish to make a complaint or report a breach in relation to your Personal Data, you can do so by emailing the Information Commissioner's Office at [ni@ico.org.uk](mailto:ni@ico.org.uk) or by following the instructions at <https://ico.org.uk/make-a-complaint/>

### **How To Contact Us**

If you would like to contact us with any queries or comments

E-mail: [lisnaskeafeis@gmail.com](mailto:lisnaskeafeis@gmail.com)

Phone: 028 677 21448

Post: Secretary, Feis Lios Na Scéithe, 51 Lisnagole Road, Maguiresbridge, Co. Fermanagh, BT94 4RG

We reserve the right to make amendments to our Privacy Policy at any time and without notice. This Statement was updated on 19<sup>th</sup> August 2024.