

## **Kilkenny Chamber of Commerce Privacy Policy**

### **Introduction**

Kilkenny Chamber of Commerce is committed to protecting and respecting your privacy.

This policy sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us or a 3<sup>rd</sup> party on our behalf. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

The rules on processing of personal data are set out in the General Data Protection Regulation (the “GDPR”).

### **Who are we?**

Under the legislation Kilkenny Chamber of Commerce is the data controller. This means we decide how your personal data is processed and for what purposes. Our contact details are:

Kilkenny Chamber of Commerce  
11 Patrick Street, Kilkenny

### **The purpose(s) of processing your personal data**

We use your personal data for the following purpose:

- Managing communications
- Providing services to our members and others involved in our Gift Vouchers and Medieval Mile Schemes, and other such schemes as may arise in the future.

### **The categories of personal data concerned**

With reference to the categories of personal data covered under the regulation we process the following categories of your data:

Typically we can collect:

1. Name
2. Address
3. Email address
4. Telephone number
5. IBAN / BIC (for making payments)
6. Credit Card Details (for making payments)

### **What is our legal basis for processing your personal data?**

Kilkenny Chamber of Commerce processes your information under the following

- Performance of a contract: where you enter into a contract with Kilkenny Chamber of Commerce and we need to process your information as part of this contract

- Legitimate interests: some information is processed by Kilkenny Chamber of Commerce as part of its legitimate interests which include: Fraud, risk assessment, due diligence, network and information security, suppressions and managing opting out of communications, profiling, direct marketing, monitoring, web analytics, cloud storage, acquisitions, updating customer details, lettings, sales, financial services and other core products and service provided by the data controller
- Consent: where we process information under consent we will seek your clear and unambiguous consent prior to processing your data

### **Sharing your personal data**

Your personal data will be treated as strictly confidential and will be shared only with 3<sup>rd</sup> parties as necessary for processing and under contract.

### **How long do we keep your personal data?**

We will keep information for a reasonable amount of time in order to perform the purposes listed above.

We only keep your information for as long as necessary. We generally keep personal information for 7 years after last contact with you. However Kilkenny Chamber of Commerce reserves the right to keep information for longer if we feel that this is in the legitimate interests of Kilkenny Chamber of Commerce.

### **Providing us with your personal data**

You are under no statutory or contractual requirement or obligation to provide us with your personal data, but failure to do so will have the following consequences:

An inability or severe restriction in providing you with ongoing relevant product and service updates from Kilkenny Chamber of Commerce.

### **Your rights and your personal data**

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data:

- The right to request a copy of the personal data which we hold about you;
- The right to request that we correct any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary to retain such data;
- The right to withdraw your consent to the processing at any time.
- The right to request that we provide you with your personal data and where possible, to transmit that data directly to another data controller (known as the right to data portability), (where applicable, i.e. where the processing is based on consent or is necessary for the performance of a contract with the data subject and where the data controller processes the data by automated means);

- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of personal data, (where applicable i.e. where processing is based on legitimate interests (or the performance of a task in the public interest/exercise of official authority); direct marketing and processing for the purposes of scientific/historical research and statistics).

### **Automated Decision Making**

We do not use any form of automated decision making in our business.

### **Further processing**

If we wish to use your personal data for a new purpose, not covered by this Data Privacy Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions.

### **Changes to our privacy policy**

We will update this statement from time to time so we suggest that you review this statement at regular intervals. Where we undergo substantial changes to our privacy statement we will endeavour to inform you directly about these changes.