

## NAOC/COC 2018 Data Privacy Policy

- (1) **Data collection:** As part of the registration process, the Yukon Orienteering Association (YOA), via our registration service Zone4.ca, collects personal information about you. Information includes, but is not limited to: name, year of birth, club, address, email address, telephone number(s), and emergency contact information. YOA does **not** receive, nor have access to, payment information collected by Zone4.ca (e.g. credit card details and billing address).
- (2) **Data usage:** We use the information collected solely for the purpose of delivering the North American Orienteering Championships and the Canadian Orienteering Championships. Specifically, data are used to (a) ensure you are competing in the correct category, (b) to ensure your safety in the case of an emergency, (c) to send you information related to the NAOC/COC event and (d) to prepare results for display at the event, on the internet (both on our own website, and on the IOF web site). Public results will include your name, club, nationality, competition class, and running times. For delivery of the Canadian Orienteering Championships, your personal data will be shared with the Foothills Wanderers Orienteering Club (FWOC) and the Greater Vancouver Orienteering Club (GVOC).
- (3) **Subscriber information:** If you opted to receive the Orienteering Canada (OC) newsletter, your name and email address will be shared with Orienteering Canada.
- (4) **Sharing your personal information:** With the exception of the uses described above, YOA will not knowingly share your information with any third party.
- (5) **Data retention:** We will retain your information on our computers for our records unless and until you ask us to delete it. We will not be able to delete information displayed in online event results, or results delivered to IOF. Once again, YOA does not receive, nor have access to, payment information collected by Zone4.ca.
- (6) **Data security:** We take the security of all the data we hold very seriously and have security measures in place to protect your personal data.
- (7) **Individuals' rights:** Under the General Data Protection Regulation, individuals who are European residents have certain rights over their personal data and data controllers are responsible for fulfilling these rights. These rights are listed below:
  - Access to personal data - You have a right of access to personal data held by us as a data controller.
  - Amendment of personal data - You have a right to update personal data submitted to us. Once we are informed that any personal data processed by us is no longer accurate, we will make corrections based on your updated information.
  - Withdrawal of consent - Where we process personal data based on consent, individuals have a right to withdraw consent at any time. Consent withdrawn before an event may preclude your participation.
  - Other data subject rights - This privacy statement is intended to provide information about what personal data we collect about you and how it is used. As well as rights of access and amendment referred to above, individuals may have other rights in relation to the personal data we hold, such as a right to erasure/deletion, to restrict or object to our processing of personal data and the right to data portability.
  - Complaints - We hope that you won't ever need to, but if you do want to complain about our use of personal data, you have the right to do so and we will look into and respond to any complaints we receive.

- European residents please note that your information will be transferred outside of Europe.

**(8) How to exercise your individual rights:** To exercise any of the above rights, please do so by email to: [naoc2018registrar@icefield.yk.ca](mailto:naoc2018registrar@icefield.yk.ca) or in writing to:

Yukon Orienteering Association  
4061 4th Avenue  
Whitehorse, Yukon  
Canada Y1A 1H1

**(9) Changes to this privacy statement:** We recognise that transparency is an ongoing responsibility so we will keep this privacy statement under regular review. This privacy statement was last updated on 2018-05-24.

**(10) Data controller and contact information:** If you have any questions about this privacy statement or how and why we process personal data, please contact us at the contact details above.