

## The Rona Sailing Project



### Privacy Policy

Your privacy is important to us.

It is the policy of the Rona Sailing Project to respect your privacy regarding any information we may collect while operating the charity. Accordingly, we have developed this privacy policy in order for you to understand how we collect, use, communicate, disclose and otherwise make use of personal information. We have outlined our privacy policy below.

- We will collect personal information by lawful and fair means and, where appropriate, with the knowledge or consent of the individual concerned.
- Before or at the time of collecting personal information, we will make clear the purposes for which information is being collected.
- We will collect and use personal information solely for fulfilling those purposes specified by us and for other ancillary purposes, unless we obtain the consent of the individual concerned or as required by law.
- Personal data provided to us should be relevant to the purposes for which it is to be used, and, to the extent necessary for those purposes, should be accurate, complete, and up-to-date.
- We will protect personal information by using reasonable security safeguards against loss or theft, as well as unauthorised access, disclosure, copying, use or modification.
- We will make information about our policies and practices relating to the management of personal information readily available upon request.
- We will only retain personal information for as long as necessary, or as required by law for the fulfilment of those purposes for which it was provided, e.g. the Green Form (vessel crew list).

We are committed to conducting our operations in accordance with these principles in order to ensure that the confidentiality of personal information is protected and maintained. The Rona Sailing Project may change this privacy policy from time to time at The Rona Sailing Project's discretion.

You have a right to complain to the Information Commissioner's Office (ICO) if you think there is a problem with the way we are handling your data.