



# THE JOCKEY CLUB

Since 1750

## GDPR, Privacy & Processes

In this section we explain how we deal with information (data) about you which we hold in relation to your contracted work with us. This is a requirement of the General Data Protection Regulation 2018. If you have any questions on the contents of this section, please contact our Data Protection Officer [DPO@thejockeyclub.co.uk](mailto:DPO@thejockeyclub.co.uk)

### What is Personal Data?

Personal Data is information about you which is recorded by us in either electronic form or in paper files in such a way that you can be identified as the person about whom the data is kept.

### For what purposes do we hold personal data?

We collect company details (including address, contact name and contact email/phone), and then attendee names and photographs. For vehicle passes we collect driver name and phone, and vehicle registration.

We use this to issue accreditation. This allows us to permit/deny access to site for attendee/vehicles, as well as to contact drivers should we need to move vehicles. There is potential for it to be used to identify individuals for security/policing reasons as well, should an incident occur on site.

### Where and by whom is the data kept?

The information is stored in a secure database and accessed only by Jockey Club Employees who have a business need to do so.

### What type of information is held?

The information we hold usually consists of the following:

- Your personal details, including name, address, age etc.
- Photograph
- Contact details (email addresses and phone numbers)
- Passport Information
- Driving Licences information relating to vehicle access
- Vehicle details (VRNs)

### What do we do with the information?

The data is stored in an online system which is password protected. There are select Jockey Club employees who have access to manage this.

We do not share this data with any third parties except in the case of emergencies with local authorities such as the Police.

### What are your rights?

You have the right to ask us for a copy of the information which we hold about you. In certain circumstances we can refuse to provide the copy if, for example, we would be in breach of a duty of confidentiality to someone else.

If the information we have is incorrect, you have the right to ask us to put it right or delete it, if appropriate. If you wish to exercise these rights, you should make the request in writing to the Data Protection Officer [DPO@thejockeyclub.co.uk](mailto:DPO@thejockeyclub.co.uk) who will undertake to respond to the request within 30 days.