

# Participant Terms & Conditions for Administration and Delivery of KRSP Programmes

## 1. Who is the data controller for all KRSP Programmes, Events, Grants and Support Programmes




The data controller is KRSP, 5 Dean Street, Kilkenny, R95 HD79.

## 2. Who is the Data Protection Liaison of KRSP?




Nicola Keeshan: [nicola@krsp.ie](mailto:nicola@krsp.ie)

## 3. With whom will we share your personal data?

We may share your personal data, only for the purpose of administering and delivering programmes, with the following personnel:

-  Programme/event co-ordinator (staff lead on the programme)
-  Programme/event leader (physical activity leader)
-  KRSP Staff (for the administration of the programme or grant scheme)

## 4. For what purposes will my personal data be used and on what basis?

- i. In the event of an emergency your personal data may be used to provide medical assistance and notify your emergency contact.
- ii. Your personal data requested will be used for the purpose of administering the programme/event and performing the contract with you. If you fail to provide the information requested, you will not be accepted to participate on the Programmes, Events, Grants and Support Programmes offered.
- iii. If you have explicitly consented that we may do so by ticking the relevant boxes on the application/registration form, your personal data may also be used to:
  -  notify you of future KRSP programmes/events by email/text
  -  contact you by e-mail or telephone for the purposes of programme quality evaluation (one text sent 3 months after programme finish; one text at 6 months after programme finish).
  -  Please note that all data collected on participant's physical activity levels is anonymised and submitted as an aggregated figure to Sport Ireland. Individual level data is recorded and stored by the Local Sports Partnership in accordance with GDPR regulations.

## 5. Can I withdraw my consent at any time?

You may withdraw your consent at any time (*to paragraph 4.iii*) by writing to Nicola Keeshan, KRSP CEO, 5 Dean Street Kilkenny, R95 HD79. If you withdraw your consent, such withdrawal will not affect the lawfulness of the processing prior to the withdrawal of your consent.

## 6. How long will KRSP retain your personal data?

KRSP will store personal data only for as long as necessary for the purpose(s) for which it was obtained. The criteria used to determine our retention periods include:

- ✿ the length of time we have an ongoing relationship and/or provide our services
- ✿ whether there is a legal requirement to which we are subject and
- ✿ whether the retention is advisable in light of our legal position (such as in regard to applicable statutes of limitations, litigation or regulatory investigations).

If you have consented to us retaining your data for the purpose of notifying you of future programmes/events, we will retain your data for until you withdraw your consent.

## 7. Right to request access to, rectification, erasure of personal data or restriction of processing or data portability

You have the right to access any personal data which we hold about you or to request the rectification of any information that we have about you. If you would like to access or rectify your personal data, please send your request in writing to Nicola Keeshan, KRSP CEO, 5 Dean Street Kilkenny, R95 HD79.

In certain circumstances, you have the right to request that we erase your personal data, the right to restrict our use of your personal data and the right to personal data portability. For further information, please write to Nicola Keeshan, KRSP CEO, 5 Dean Street Kilkenny, R95 HD79.

## 8. How do I make a complaint or report a breach?

If you have a complaint in relation to our processing of your personal data, we encourage you to contact [nicola@krsp.ie](mailto:nicola@krsp.ie) with a view to resolving it informally.

Should you wish to make a complaint or report a breach in relation to your personal data, you can do so by emailing the Office of the Data Protection Commissioner using the following email address:

[info@dataprotection.ie](mailto:info@dataprotection.ie)

## 9. Automated Decision Making

We do not process your personal data in connection with automated decision-making information.