

## Data Privacy Notice

### ASSOCIATION INTÉGRATION KREIZ BREIZH

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- 1. Your personal data – what is it?** Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the Association’s possession or likely to come into such possession. The processing of personal data is governed by the General Data Protection Regulation (the “GDPR”).
- 2. What data do we collect and how do we collect it?** AIKB collects the following data:
  - Personal identification information (Name, address, email address, phone number, etc.)
  - Other additional information on the membership form related to managing your membership

You directly provide AIKB with most of the data we collect. We collect data and process data when you:

- Register as a member of AIKB
- Voluntarily complete a survey or provide feedback on any of our activities or via email
- Use or view our website via your browser’s cookies
- Provide us with information when we give administrative help or advice

AIKB may also receive your data indirectly from the following sources:

- For example, CPAM or the Tax Office

- 3. How do we process your personal data?** AIKB complies with its obligations under the “GDPR” by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

We use your personal data for the following purposes:

- To administer membership records
- To manage our employees and volunteers
- To maintain our own accounts and records
- To inform you of news, events, activities and services running at AIKB and other related organisations

- 4. What is the legal basis for processing your personal data?**

- Explicit consent of the data subject so that we can keep you informed about news, events, activities and services and keep you informed about AIKB and other events

- Processing is necessary for carrying out legal obligations in relation to employment, social security or social protection law, or a collective agreement
  - Processing is carried out by AIKB, a not for profit Association, provided:
    - The processing relates only to members or former members (or those who have regular contact with it in connection with those purposes); and
    - There is no disclosure to a third party without consent
5. **Sharing your personal data.** Your personal data will be treated as strictly confidential and will only be shared with other members of AIKB to carry out services connected with AIKB. We will only share your data with third parties outside of AIKB with your consent.
6. **How long do we keep your personal data?** Specifically, we retain your personal data and associated paperwork for up to five years after the calendar year to which they relate.
7. **Your rights and 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 your personal data which AIKB holds about you
  - The right to request AIKB corrects 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 for AIKB to retain such data
  - The right to withdraw your consent to the processing at any time
  - 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). [Only applies 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].
8. **Privacy Policies of other websites.** The AIKB website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.
9. **Further processing.** If we wish to use your personal data for a new purpose, not covered by this Data Protection 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. Where and whenever necessary, we will seek your prior consent to the new processing.
10. **Contact Details.** To exercise all relevant rights, queries of complaints please in the first instance contact AIKB on  
[info@aikb.fr](mailto:info@aikb.fr)  
Tel: 02 96 24 87 90  
Address: 3 Rue du Sénéchal, 22570 Gouarec

You can contact the Information Commissioner's Office by telephone on : 0303 123 1113 (outside the UK : +44 1625 545 700) or visit their website : <https://ico.org.uk>