



Aontas Teilgin agus Amais Na hÉireann
Pitch and Putt Union of Ireland

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PPUI Data Mapping – Club Support Document

The purpose of this document is to support clubs in ensuring they are compliant with legislation. Below are examples of the types of data clubs may be collecting, from who they may collect it, the purpose for which it may be collected and the legal basis they may have for collecting and/or processing it. This document should be used in conjunction with other information in relation to GDPR when a club is ensuring they are compliant with GDPR.

Data Subject	Type of Information	Purpose	Legal Basis
Club Member (Adult)	Name, Postal Address, Contact Number, E-mail address, Gender	Managing Club membership data	For the purposes of our legitimate interests in operating the Club
	Name, Gender	Registering the member with the PPUI	Legitimate interest of the PPUI as the national body for pitch and putt
Club Member (Juvenile)	Name, Gender, Date of Birth	Managing Club membership data	Parental Consent is required to process data of juveniles
		Registering the member with the PPUI	Legitimate interest of the PPUI as the national body for pitch and putt

			but club must be able to demonstrate parental consent has been obtained
Club Members	Date of Birth / Age related information	Managing competitions / categories that separate entrants by gender or age	For the purposes of legitimate interests in operating the Club (Competitions) Performing the Club's contract with the member (Category)
Club Members	Photos / Videos of members at competitions	Putting on the Club website and social media platforms	Legitimate interest of documenting winners and competitors at competitions.
Club Members	Photos / Videos of members at competitions	Producing promotional material such as banners, posters, flyers, booklets and so on.	Consent. The Club will seek the members consent when using a photograph where they are directly identifiable. The member may withdraw consent by contacting the club
Club Members	Name, Postal Address, Contact Number, E-mail address	Contacting the member in relation to lotto, social occasions, ticket sales and other activities not directly related to Pitch and Putt activities	Consent. The Club will need to obtain consent from the member via their application form or by other means. The member may

		<p>Contacting the member on behalf of club sponsors.</p> <p>Passing on data to third party for the purposes of marketing</p>	<p>withdraw consent by contacting the club</p> <p>Consent will be obtained on the members application form. The member may withdraw consent by contacting the club</p> <p>Consent will be obtained on the members application form. The member may withdraw consent by contacting the club</p>
Club Officers	Name, Postal Address, Contact Number, E-mail address	<p>To contact Club Officer about Club meetings</p> <p>To pass on to PPUI upon annual affiliation</p>	<p>For the purposes of our legitimate interests in operating the Club</p> <p>Legitimate interest of the PPUI as the national body for pitch and putt</p>
Club Staff	Name, Postal Address, Contact Number, E-mail address	Communication with staff members	Staff Contract
	Next of Kin	To contact staff members family where necessary	Vital interests of the staff member
	PPS Number	Processing of staff salaries	Staff Contract

Club Suppliers	Contact information for club suppliers	Entering into and managing arrangements with suppliers	Entering into and performing contracts with suppliers
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This list not exhaustive and there may be additional personal data that a club may have or indeed may use personal data listed above for a different purpose. It is up to each club to ensure that they are complaint with GDPR regulation and can seek support from the PPUI by contacting the PPUI office.