

Privacy Policy - ACFE UK Chapter

1. Introduction

- The ACFE UK Chapter is committed to protecting the privacy and security of your personal information. This policy describes how we collect, use, and protect your personal data when you book events through our third-party booking platform and when we otherwise interact with you.
- We comply with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

2. Data Controller

- The ACFE UK Chapter is the data controller responsible for your personal data.
- Contact details: Tim Harvey, Email: tharvey@acfe.com

3. Personal Data We Collect

- When you book events through our third-party booking platform, we may collect the following personal data:
 - Name
 - Contact details (email address, phone number, postal address)
 - Payment information (handled by the third-party booking platform)
 - Event attendance information
 - Any dietary requirements, or access requirements.
- We may also collect data when you contact us directly (e.g., via email or phone).

4. Purposes of Processing and Legal Basis

- We process your personal data for the following purposes:
 - To manage event bookings (contractual necessity).
 - To communicate with you about events (contractual necessity/legitimate interest).
 - To provide customer support (legitimate interest).
 - To comply with legal obligations.

- Our legal bases for processing include:
 - Contractual necessity (to fulfill event bookings).
 - Legitimate interests (e.g., communication, customer support).
 - Legal obligation (where required by law).
 - Consent (where applicable).

5. We may share your data with:

- Service providers and third-parties, for example, booking platforms and event locations (as necessary for our events). This is a legitimate interest in making your attendance at our events a smooth experience.
- Legal authorities (if required).
- We ensure third parties who process your data comply with UK GDPR and in some cases they will also provide you with their own Privacy Policy

6. Data Retention

- We retain your personal data for as long as necessary for the purposes outlined in this policy.
- Retention periods may vary depending on the type of data and legal requirements.

7. Your Rights

- Under UK GDPR, you have the following rights:
 - Right to access your data.
 - Right to rectification (correct errors).
 - Right to erasure (delete data).
 - Right to restrict processing.
 - Right to data portability.
 - Right to object.
 - Rights related to automated decision-making and profiling.
- To exercise your rights, please contact us.

8. Data Security

- We implement appropriate technical and organisational measures to protect your data.
- This includes measures to prevent unauthorised access, disclosure, or alteration.

9. Right to Complain

- If you have any concerns about our use of your personal data, you can make a complaint to us using the contact details at the top of this privacy policy. If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the ICO.
- The ICO's address is Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF Helpline number: 0303 123 1113,
- Website: <https://www.ico.org.uk/make-a-complaint>

10. Changes to This Policy

- We may update this policy from time to time.
- We will notify you of any significant changes.

11. Contact Information

- For privacy inquiries, please contact: Tim Harvey – tharvey@acfe.com