

Data protection regulations

Preamble

TSV Jahn 05 Düsseldorf Oberkassel e.V. processes personal data in many automated ways (e.g. as part of club administration, the organization of sports operations, the club's public relations work). In order to meet the requirements of the EU General Data Protection Regulation and the Federal Data Protection Act, to avoid data protection violations and to ensure uniform handling of personal data within the association, the association has adopted the following data protection regulations.

§ 1. General

The association processes personal data, including those of members and employees, both automatically in computer systems and non-automatedly in a file system, e.g. in the form of printed lists. In addition, personal data is published on the Internet and forwarded to third parties or disclosed to third parties. In all of these cases, the EU General Data Protection Regulation, the Federal Data Protection Act and this data protection regulation must be observed by all persons in the association who process personal data.

§ 2 Processing of members' personal data

1. The association processes the data of different categories of people. An individual sheet is created in the register of processing activities for each category of data subjects.
2. As part of the membership relationship, the club processes the following member data in particular: gender, first name, last name, address (street, house number, postal code, city), date of birth, date of joining the club, department and, if applicable, team affiliation, bank details, if applicable. the names and contact details of the legal representatives, telephone numbers and email addresses, function in the association if applicable, household and family affiliation if applicable when allocated to the family contribution.
3. As part of the membership of the regional associations whose sports are practiced in the club, the members' personal data will be forwarded to them if the members apply for authorization to participate in the associations' competitions (e.g. starting pass, player pass, license) and in such events participate.

§ 3 Data processing as part of public relations work

1. As part of public relations work about club activities, personal information is published in notices and on websites and passed on to the press.
2. This includes in particular data that comes from generally accessible sources: participants in sporting events, team lineup, results, goal scorers, age or birth cohort.
3. The publication of photos and videos taken outside of public events occurs exclusively on the basis of the consent of the people depicted.
4. The data of the members of the board, the heads of departments and the employees of the office are published on the association's website with their first name, last name, function, email address and telephone number.

§ 4 Responsibilities for data processing in the association

The board of directors is responsible for compliance with data protection regulations in accordance with Section 26 of the German Civil Code (BGB). Functionally, the task is assigned to the office, unless the statutes or these regulations regulate something different.

The employees of the office ensure that registers of processing activities are kept in accordance with Art. 30 GDPR and that the information obligations in accordance with Art. 13 and 14 GDPR are fulfilled. They are responsible for responding to requests for information from data subjects.

§ 5 Use and publication of member data and lists

1. Lists of members or participants are made available to the respective employees in the association (e.g. board members, department heads, trainers) as required by the respective task. When it comes to the amount of personal data used, the principle of data economy must be observed.
2. Personal data of members may only be passed on to other club members if the consent of the person concerned is given. The use of participant lists in which participants of meetings and other events register, for example as proof of attendance, does not constitute such publication.
3. If a member credibly demonstrates that they need a list of members to exercise statutory or legal rights (e.g. to request the calling of a general meeting as part of the minority request), the board provides a copy of the list of members with first name, last name and address as a printout or as a copy file available. The member who initiates the minority request must provide an assurance beforehand that this data will be used exclusively for this purpose and will be destroyed after use.

§ 6 Communication via email

1. For communication via e-mail, the association sets up its own e-mail addresses, which are to be used exclusively for internal communication.
2. When sending e-mails to a large number of people who are not in constant contact with each other via e-mail and/or whose private e-mail accounts are used, the e-mail addresses are to be used as "bcc". to send.

§ 7 Obligation to confidentiality

All employees in the club who deal with personal data (e.g. members of the board, department heads, trainers, office employees) are obliged to handle personal data confidentially.

§ 8 Data Protection Officer

Since there are usually not 10 people in the association who are constantly involved in the automated processing of personal data, the association does not have to appoint a data protection officer.

§ 9 Setting up and maintaining internet presences

1. The club maintains central appearances for the entire club. The management and office staff are responsible for setting up and maintaining online presences. Changes may only be made by them and the administrator.

2. The board is responsible for compliance with data protection regulations in connection with online presence.

3. Departments, groups and teams require the express approval of the board of directors to set up their own websites (e.g. homepage, Facebook, Twitter). The departments, groups and teams must appoint responsible persons for the operation of an internet presence, to whom the board has the authority to issue instructions. In the event of violations of data protection regulations and disregard of instructions, the board of directors can revoke the approval for the operation of an internet presence in accordance with Section 26 of the German Civil Code (BGB). The decision of the board according to Section 26 of the German Civil Code (BGB) is incontestable.

§ 10 Violations of data protection regulations and these regulations

1. All employees of the association may only process data within the scope of their respective authority. Unauthorized data collection, use or transfer is prohibited.

2. Violations of general data protection regulations and in particular of this data protection regulation can be punished in accordance with the sanctions provided for in the statutes.

§ 11 Entry into force

This data protection regulation was approved by the entire board of the association on May 25, 2018 and comes into force upon publication on the association's homepage.

As of August 2018