

## **HMBIA General Data Protection Regulations (GDPR)**

Each party is bound to respect the rules related to personal data protection to which they have access for the execution of their purposes. These regulations are taken from the EU regulations 2016/679 of the European Parliament and the Council of the 27th of April 2016, hereby designated as "European Regulations on Data Protection".

### Description of the processing of personal data:

HMBIA members are brought to transmit personal information in the frame of their membership and registration to events. The personal data of members can be transmitted to HMBIA by the means of affiliated national organisations. The HMBIA is based in Liechtenstein and thus commits to processing all data in the respect of European law on data protection, in the framework of its regulations on sports supervision at international level, namely for the purpose of participant registrations in international events and competitions, online and material promotion and communication, statistic realisation and disciplinary processes. The results of disciplinary and refereeing decisions, such as yellow and red cards received during competitions, will be made available publicly. All HMBIA regulations are publicly available on [www.hmbia.info](http://www.hmbia.info).

### The HMBIA commits to :

- Processing the data only for the sole purpose of processing;
- Processing the data in conformity with the instructions of its President and Board;
- Guaranteeing the confidentiality of the processed personal data;
- Making sure that the persons authorised to process personal data commit to respect the confidentiality or be submitted to an appropriate legal obligation of confidentiality, receive the necessary training in terms of personal data protection, and take into account, in regards to the tools, products, applications or services, the principles of data protection from conception and of default data protection.

If the authorised staff in charge of control considers that any action constitutes a violation of European regulations, of the Union's law, or the law of a member state relative to data protection, it immediately informs the HMBIA Board and the President. Moreover, if the authorised staff in charge of control is obligated to proceed to a data transfer towards a third party country or another international organisation, it must inform the HMBIA Board and President before processing, except if the concerned law forbids such information for important public interest motives.

### Right of information of concerned persons:

It is the responsibility of the person in charge of personal data to provide the information to persons concerned by processing of data collection operations.

### Exercise of persons' rights:

The person in charge of personal data assists the Board and President to fulfill their obligation to follow up to the persons' rights exercise requests: right of access, rectification, erasure and opposition, right to limitation of processing, right to data portability, right to not be subject to an individual automatised decision (including profiling).

When the concerned persons exercise beside the person in charge of personal data requests to

exercise their rights, they must send these requests by email to: [office@hmbia.com](mailto:office@hmbia.com)

#### Notification of violations of personal data:

The person in charge of personal data notifies the HMBIA President and if applicable the concerned national organisation of all personal data violation in a 48 hour delay after acknowledging it, by email.

This notification is accompanied by any useful documentation, in order to allow the HMBIA president and if applicable the national organisation, if necessary, to notify this violation to the competent control authority.

#### The notification contains at least:

- The description of the nature of the personal data violation (categories and approximative number of persons concerned by the violation and data recording)
- The name and contact information of the data protection delegate or another contact point
- The description of the probable consequences of the personal data violation
- The description of the measures taken or proposed by the person in charge of processing to solve the personal data violation, including, if applicable, the measures to mitigate the eventual negative consequences.

If, and in the eventuality where it is not possible to provide all this information at the same time, the information can be communicated in a phased manner without undue delay.

After agreement with the HMBIA, the person in charge of personal data communicates, in the name and on the account of the HMBIA, the personal data violation to the concerned person as soon as possible, when this violation is susceptible of generating a high risk for the rights and freedom of a physical person.

The communication to the concerned person describes, in clear and simple terms, the nature of the personal data violation and contains at least the same elements as the above notification.

#### Assistance of the person in charge of personal data in the frame of respect by the President of its obligations:

The person in charge of personal data assists the President in the realisation of impact analysis relative to data protection as well as for the realisation of the preliminary consultation of the control authority, if applicable.

#### Personal data security measures:

The person in charge of personal data commits to implementing the following security measures, for the data linked to the realisation of its work:

- The pseudonymisation and encryption of the personal data;
- The means to ensure confidentiality, integrity, availability and constant resilience of processing systems and services;
- The means to restore the availability of personal data and the access to the latter in appropriate delays in case of physical or technical incident;
- A procedure aiming to regularly test, analyse and evaluate the effectiveness of technical and organisational measures to ensure the processing's safety.

#### Data destination and conservation:

For the collected data, at the end of the year, the person in charge of personal data is obligated undertakes to carry out the data minimisation and to destroy some personal data after sorting. This is carried out before the 31st of December of the current year.

Data protection delegate:

The name and contact information of the person in charge of personal data must be communicated to the HMBIA Board and President, as well as to all the affiliated national organisations.

Documentation:

The person in charge of personal data makes available to the HMBIA Board and the President the documentation necessary to demonstrate the respect of all its obligations and to allow the realisation of audits, including inspections.

President's obligations:

The President commits to:

- Providing the person in charge of personal data with the data targeted in the article "Description of the processing of personal data" ;
- Documenting all instructions in writing concerning the data processing by the entitled person;
- Ensuring beforehand and during the whole duration of processing, the respect of obligations intended by the european regulations on data protection by the entitled person;
- Supervising the treatment, namely realizing audits and inspections close to the person in charge of personal data.