

POLICY STATEMENT

Global Adventure Challenges Limited (GAC) organises worldwide charity challenge events. The successful delivery of any challenge event requires personal data from each of our participants. We are fully committed to safeguarding the personal data of all enquirers or participants undertaking an adventure challenge with Global Adventure Challenges in line with the General Data Protection Regulation (EU 2016/679) (**GDPR**) or any national implementing laws, regulations and secondary legislation that maybe amended or updated from time to time, in the UK.

We must collect Personal Data from enquirers and participants in order to market our services, process brochure requests and bookings, deliver the Challenge (**Personal Data** has the meaning defined in the Data Protection Legislation). All Personal Data that we may collect will be collected, used and held in accordance with the provisions of the Data Protection Legislation.

We will share participant's personal information with our third party suppliers and operators who deliver services or component parts of the Challenge. By submitting any Personal Data to Global Adventure Challenges, participants accept that their Personal Data may be shared with selected third parties.

Through our Data Protection Procedures Global Adventure Challenges aims to ensure that all participant's personal data is safeguarded.

All Global Adventure Challenges staff both full time and freelance have a duty to ensure that the Personal Data of participants is considered before and during the challenge. This also applies to third party delivery agents who we may at times employ. All of these groups should be familiar with our procedures, are expected to comply with them and have a duty to ensure participant's Personal data remains confidential.

The Data Controller for Global Adventure Challenges and the personal with overall responsibility for the implementation of the Data Protection Policy and Procedure is Company Director Matthew Rushton.

POLICY OBJECTIVES

In support of this policy we will commit to adhere to the following principles of Data Protection:

1. Only process Personal Data on an enquirers or participants written instruction.
2. Ensure that we have in place appropriate technical and organisational measures to protect against unauthorised or unlawful processing of Personal Data and against accidental loss or destruction of, or damage to, Personal Data, appropriate to the harm that might result from the unauthorised or unlawful processing or accidental loss, destruction or damage.
3. Ensure that all personnel who have access to and/or process Personal Data are obliged to keep the Personal Data confidential.
4. Only process Personal Data out of the European Economic Area strictly where necessary, to fulfil the terms of the Contract where the Challenge is an Overseas Challenge.
5. Respond to any request from a data subject and ensuring in compliance with its obligations under the Data Protection Legislation.
6. Notify participants without undue delay on becoming aware of a Personal Data breach.
7. At a participant's written request, delete or return Personal Data and copies thereof to them on termination of the Contract.
8. Maintain complete and accurate records and information to demonstrate compliance with this GDPR legislation.

DATA PROTECTION POLICY



PERIODIC REVIEW

This policy is subject to review on an annual basis, or sooner if changes to the company's circumstances necessitate an earlier revision. If no change of policy is required, it is valid for two years from the date of authorisation.

RELATED DOCUMENTS

1. Data Protection Procedure, including Appendix 1,2 & 3
2. Participant Booking Conditions
3. Data Privacy Notice
4. Website Privacy Policy

A handwritten signature in black ink, appearing to read 'Matt Rushton'.

Matthew Rushton
Company Director
Global Adventure Challenges

24th May 2018

A handwritten signature in black ink, appearing to read 'Peter Robinson'.

Peter Robinson
Company Director
Global Adventure Challenges

24th May 2018