

Jersey Compliance Officers Association (the “JCOA”) Privacy Statement

Privacy Policy

The Jersey Compliance Officers Association is a non-profit association designed to further the aims and knowledge of compliance officers and other professionals involved with or working for regulated financial institutions in Jersey.

This Privacy Policy (the “Policy”) describes how the JCOA collects, uses and shares the information you provide to it and the information the JCOA collect in the course of operating its website and service to its members.

If you would like to request any further information, please contact the chairperson at committee@jcoa.co.uk

The JCOA’s Privacy Pledge

The JCOA is wholly committed to full compliance with the requirements of EU Regulation 2016/679 and the Data Protection (Jersey) Law 2018 (the “2018 DPL”). Accordingly, in providing its services the JCOA commits to the principles of: 1) respecting your privacy; 2) keeping your personal data secure; and, 3) and ensuring you retain control of how your information is used or shared by the JCOA.

How JCOA get the information and why JCOA has it

Your information is input directly by yourselves to the JCOA web page and is only collected as part of your membership of the JCOA and to facilitate membership benefits.

The JCOA only collects your name and either: (i) your work email address; or (ii) your personal email address, solely for the purpose of providing you with information on upcoming seminars, updates and events and for the purposes of producing and/or otherwise providing records of any qualifying continuing professional development.

Under the 2018 DPL, the lawful basis upon which the JCOA rely on for processing this information are:

- A. Your consent. You are able to remove your consent at any time. You can do this by contacting committee@jcoa.co.uk
- B. The JCOA has a legitimate interest and need such information to perform a task required by your membership to enable you to register for seminars, webinars and other events and register your attendance in order to certify your attendance.

The JCOA will use the information that you have given it to advise you of events or important information and to send out notices for events and register you for attendance at events and advise you of membership events and renewals and any other important information relating to your JCOA membership.

It is not intended that the JCOA will share your information with any third parties.

How JCOA stores your information

Your information is securely stored on the JCOA website, which is run by The Refinery (using the web system, WordPress). JCOA data such as minutes and accounts are stored on a secured hard drive.

The JCOA will only keep your information for as long as you are a member. If your membership lapses or is not renewed within 12 months of expiry JCOA will dispose of your information by ensuring it is deleted from WordPress. Deletions and memberships are reviewed by the JCOA Committee on an annual basis.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - you have the right to ask the JCOA for copies of your personal information.

Your right to rectification - you have the right to ask the JCOA to rectify information you think is inaccurate. You also have the right to ask the JCOA to complete information you think is incomplete.

Your right to erasure - you have the right to ask the JCOA to erase your personal information in certain circumstances. The right to be forgotten enables you to ask the JCOA to delete or remove personal information where there is no good reason for the JCOA continuing to process it.

Your right to restriction of processing - you have the right to ask the JCOA to restrict the processing of your information in certain circumstances.

Your right to object to processing - you have the right to object to the processing of your personal data in certain circumstances.

Your right to data portability - you have the right to ask that the JCOA transfer the information you gave it to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, the JCOA has four weeks to respond to you.

Please contact the JCOA at committee@jcoa.co.uk if you wish to make a request.

How to complain

You can also complain to the Jersey Office of the Information Commissioner (JOIC) if you are unhappy with how the JCOA have used your data.

JOIC's address:

2nd Floor

5 Castle Street

St. Helier

Jersey

JE2 3BT

enquiries@jerseyoic.org

[+44 \(0\) 1534 716530](tel:+441534716530)