

TECBAR – PRIVACY POLICY

TECBAR

1. TECBAR is the specialist bar association for employed or self-employed barristers who practise in the Technology and Construction Court. TECBAR will be referred to in this privacy policy as “TECBAR” or “we”.
2. This privacy policy summarises how TECBAR uses personal data.

Personal data

3. TECBAR aims to be compliant with the General Data Protection Regulation (the GDPR).
4. TECBAR is the data controller of the personal data it processes.

TECBAR’s use of personal data

5. TECBAR collects and processes personal data which is required for the general operation of TECBAR and to fulfil any contractual obligations to its members.
6. TECBAR publishes a list of its members, and their contact details, on its website at www.tecbar.org.
7. If you are a member and you provide your consent, TECBAR uses your contact details to inform you by email about TECBAR news and events. You have the right to give notice to TECBAR and withdraw your consent at any time.
8. TECBAR does not keep a member’s personal data for longer than is necessary for the operation of TECBAR and to fulfil its contract with the member.
9. See Table 1 below for further details.

Correction and access to your information

10. TECBAR wants to ensure that your personal information is accurate and up to date. You may ask TECBAR to correct or remove information you think is inaccurate. You have the right to object to or restrict processing of your data or to erase your personal information. TECBAR will, however, still need to keep and process some of a member’s data in order to deliver services to the member. You have the right to request a copy of the information that TECBAR holds about you.

How to contact us

11. Email admin@tecbar.org, or write to Secretary of TECBAR, 4 Pump Court, Temple, London, EC4Y 7AN.

Changes to our privacy policy

12. TECBAR keeps this privacy policy under review and will place any updates on this web page. This privacy policy was last updated in May 2018.

Use of third party data processors

13. Third party data processors are used for certain processes (detailed in Table 1 below) so that TECBAR can provide a more effective service. Where relevant, data is encrypted.

How we keep your data secure

14. TECBAR believes its systems to be secure. The computers which are used to store personal data are password-protected. If you use your debit or credit card to pay on the TECBAR website, you enter your card details securely with TECBAR’s payment processing partner as part of the payment process, using SSL encryption. TECBAR’s card partner is Stripe. You can find out more here: <https://stripe.com/docs/security/stripe>.

Complaints

15. If you believe there is a problem with the way TECBAR is handling your personal information then please contact us at admin@tecbar.org. You also have the right to contact the Information Commissioner’s Office to complain.

Table 1 - Personal Data

What personal data TECBAR collects and retains	Lawful basis for processing	How and why TECBAR keeps and processes your data	Who TECBAR shares your data with and why
TECBAR applicants and members			
When you apply to be a member of TECBAR: <ul style="list-style-type: none"> • name • email address • professional address • telephone number • website link 	Contract	TECBAR stores your data in hard copy and on computer so that it can assess your eligibility and process your membership application	N/A
When you become and remain a member of TECBAR: <ul style="list-style-type: none"> • name • email address • professional address • telephone number • website link • whether accredited as a TECBAR arbitrator/ mediator/ adjudicator • photograph 	Contract	TECBAR stores your data in hard copy, on computer and on the website so that it can fulfil its contractual obligations to you	TECBAR publishes your name, contact details, photograph, and whether you are accredited as a TECBAR arbitrator/ mediator/ adjudicator, on the TECBAR website as a service to you and users of the TECBAR website We send you emails including in respect of events and services of interest to TECBAR members When you pay via the website, your data is processed by a third party encrypted payment portal All payment transactions are made via the banking system
Candidates for election to TECBAR Committee/ TECBAR Officer posts			
If you apply for election to be a committee member or officer: <ul style="list-style-type: none"> • name • email address • professional address • telephone number 	Contract	TECBAR stores your data in hard copy, on computer and on the website so that it can fulfil its contractual obligations to you	TECBAR shares information in respect of candidates with members of TECBAR to enable them to elect committee members and officers

<ul style="list-style-type: none"> information which you provide to us to support your candidacy 			
Dispute Resolution Providers			
<p>If you apply to be and/or you are accepted as an accredited TECBAR arbitrator/ mediator/ adjudicator:</p> <ul style="list-style-type: none"> name email address professional address telephone number website link information which you provide to us to support your accreditation photograph 	Contract	<p>TECBAR stores your data in hard copy, on computer and on the website so that it can fulfil its contractual obligations to you</p> <p>TECBAR uses your data to enable you (if appropriate) to be nominated and appointed as an arbitrator/ mediator/ adjudicator</p>	TECBAR publishes your name, contact details and any accreditation as a TECBAR arbitrator/ mediator/ adjudicator on the TECBAR website as a service to you and users of the TECBAR website
Contractors			
<p>If TECBAR enters into a contract for services with you:</p> <ul style="list-style-type: none"> name email address professional address telephone number 	Contract	TECBAR stores your data in hard copy and on computer	All payment transactions are made via the banking system
Users of this website			
<p>Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information</p>	Consent	<p>Cookies are used to track visitor use of the website and to compile statistical reports on website activity. For further information about cookies visit www.aboutcookies.org. You can set your browser not to accept cookies and the above website tells you how to remove cookies from your browser.</p>	<p>https://www.wp-slimstat.com/terms-and-conditions/</p>