

## **IWAS Wheelchair Fencing Classification Data Protection Policy**

### **1. General Provision**

1.1 IWAS wheelchair Fencing (IWF) classification Policy is in accordance with the IPC International Standards for Classification data Protection, September 2016.

### **2 Classification Data that can be Processed**

2.1 IWF may only Process Classification Data if such Classification Data is considered necessary to conduct Classification.

2.2 All Classification Data Processed by IWF must be accurate, complete and kept up-to-date.

### **3 Consent and Processing**

3.1 Subject to Article 3.3, IWF may only Process Classification Data with the consent of the Athlete to whom that Classification Data relates.

3.2 If an Athlete cannot provide consent (for example because the Athlete is under age) the legal representative, guardian or other competent representative of that Athlete must give consent on their behalf.

3.3 IWF may only Process Classification Data without consent of the relevant Athlete if permitted to do so in accordance with the National Laws

### **4 Provisions that apply to Classification Research**

4.1 IWF may request that an Athlete provide them with Personal Information and/or sensitive Personal Information for Research Purposes.

4.2 The use by IWF of Personal Information and/or sensitive Personal Information for Research Purposes must be consistent with the IWF Classification Rules and all applicable ethical use requirements.

4.3 Personal Information and/or sensitive Personal Information that has been provided by an Athlete to IWF solely and exclusively for Research Purposes must not be used for any other purpose.

4.4 IWF may only use Classification Data for Research Purposes with the express consent of the relevant Athlete. If IWF wishes to publish any Personal Information and/or sensitive Personal Information provided by an Athlete for Research Purposes, it must obtain consent to do so from that Athlete prior to any publication. This restriction does *not* apply if the publication is anonymised

so that it does not identify any Athlete(s) who consented to the use of their Personal Information and/or sensitive Personal Information.

## **5 Notification to Athletes**

**5.1** IWF must notify an Athlete who provides Classification Data as to:

- 5.1.1 The fact that IWF is collecting the Classification Data.
- 5.1.2 the purpose for the collection of the Classification Data; and
- 5.1.3 the duration that the Classification Data will be retained.

## **6 Classification Data Security**

**6.1** IWF must:

- 6.1.1 protect Classification Data by applying appropriate security safeguards, including physical, organisational, technical and other measures to prevent the loss, theft or unauthorised access, destruction, use, modification or disclosure of Classification Data; and
- 6.1.2 take reasonable steps to ensure that any other party provided with Classification Data uses that Classification Data in a manner consistent with the IWF Classification Rules

## **7 Disclosures of Classification Data**

**7.1** IWF must not disclose Classification Data to other classification Organisations except where such disclosure is related to Classification conducted by another Classification Organisation and the disclosure is consistent with all applicable National Laws.

**7.2** IWF may disclose Classification Data to other parties only if such disclosure is in accordance with the IWF Classification Rules and permitted by National Law

## **8 Retaining Classification Data**

**8.1** IWF must ensure that Classification Data is only retained for as long as it is needed for the purpose it was collected. If Classification Data is no longer necessary for Classification purposes, it must be deleted, destroyed or permanently anonymised.

- 8.2** IWF will retain all classification Data for ten years after an athlete discontinues participating in Wheelchair Fencing. Any athlete who does not compete in a single international competition in ten years will be considered to be retired from Wheelchair Fencing and will be removed from the database. If the athlete desires to return to Wheelchair Fencing they must undergo the classification Procedure to be re-classified prior to entering any International event.
- 8.3** IWF will ensure that Classifiers and Classification Personnel retain Classification Data for only as long as is necessary in order for them to carry out their Classification duties in relation to an Athlete. Classifiers will ensure that all classification data is sent to IWF and not retain any classification Data themselves after the athlete evaluation is complete. Classification Data will not be stored on Classifiers personal electronic equipment, or in any written form once such data is sent to IWF.

## **9 Access Rights to Classification Data**

- 9.1** Athletes may request from IWF:
- 9.1.1 confirmation of whether or not IWF Processes Classification Data relating to them personally and a description of the Classification Data that is held;
  - 9.1.2 a copy of the Classification Data held by IWF; and/or
  - 9.1.3 correction or deletion of the Classification Data held by IWF
- 9.2** A request made pursuant to Article 9.1 may be made by an Athlete or a National Body or National Paralympic Committee on an Athlete's behalf and must be complied with within a reasonable period of time.