

Our Data Privacy Statement is currently being updated to be in line with GDPR legislation and will be posted here very soon.

In the meantime, please rest assured that your privacy remains top of our priorities and we will not knowingly compromise your data at any time. We will only use your personal data for legitimate BBGA business purposes that are in line with member interests.

How we use your information

This privacy notice tells you what to expect when the BBGA collects personal information. It applies to information we collect about:

Visitors to our websites

When someone visits www.bbga.aero we use a third party service, Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. This information is only processed in a way which does not identify anyone. We do not make, and do not allow Google to make, any attempt to find out the identities of those visiting our website. If we do want to collect personally identifiable information through our website, we will be up front about this. We will make it clear when we collect personal information and will explain what we intend to do with it.

Use of cookies by the BBGA

You can read more about how we use cookies on our [Cookies page](#).

Mailings

We use a third party provider, Sparkpost, to deliver our monthly e-newsletters and other mailings to workgroups and members. We gather statistics around email opening and clicks using industry standard technologies including clear gifs to help us monitor and improve our e-newsletter. For more information, please see [Sparkpost's Privacy Policy](#).

WordPress

We use a third party service, WordPress.com, to publish [our blog](#), and some of our conference microsites. These sites are hosted at Veda Consulting who also host our CRM database system. We assure you that your privacy is of utmost importance to us. We use a standard WordPress service to collect anonymous information about users' activity on the site, for example the number of users viewing pages on the site, to monitor and report on the effectiveness of the site and help us improve it. WordPress requires visitors that want to post a comment to enter a name and email address. For more information about how WordPress processes data, please [see Veda Consulting privacy notice \(we are awaiting an update for this Policy\)](#).

Civi CRM

We use Civi CRM to store member company and contact details. Veda Consulting host this for us. We use our CRM system to store information relating to mailings (see above), events, memberships and contact details.

People who email us

We use Transport Layer Security (TLS) to encrypt and protect email traffic in line with government. If your email service does not support TLS, you should be aware that any emails we send or receive may not be protected in transit.

We will also monitor any emails sent to us, including file attachments, for viruses or malicious software. Please be aware that you have a responsibility to ensure that any email you send is within the bounds of the law.

What will we do with the information you provide to us?

All of the information you provide during the process will only be used for the purpose of progressing your application, or to fulfil legal or regulatory requirements if necessary.

We will not share any of the information you provide during the recruitment process with any third parties for marketing purposes or store any of your information outside of the European Economic Area. The information you provide will be held securely by us and/or our data processors whether the information is in electronic or physical format.

We will use the contact details you provide to us to contact you to progress your application.

What information do we ask for, and why?

We do not collect more information than we need to fulfil our stated purposes and will not retain it for longer than is necessary.

The information we ask for is used to assess your suitability for membership. You don't have to provide what we ask for but it might affect your application if you don't.

Your rights

Under the Data Protection Act 1998, you have rights as an individual which you can exercise in relation to the information we hold about you.

You can read more about these rights here – <https://ico.org.uk/for-the-public/is-my-information-being-handled-correctly/>

Links to other websites

This privacy notice does not cover the links within this site linking to other websites. We encourage you to read the privacy statements on the other websites you visit.

Changes to this privacy notice

We keep our privacy notice under regular review. This privacy notice was last updated on 13 April 2018.

How to contact us

If you want to request information about our privacy policy you can [email us](#) or write to:

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BBGA
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Aylesbury
Bucks HP18 9NQ