**PRIVACY POLICY AND PROTECTION OF PERSONAL INFORMATION**

**Bulgarian Sports Development Association as project coordinator of #SportDiplomacyAcademy project, co-funded by the European Union.**

Bulgarian Sports Development Association /BSDA/ respects the privacy of individuals with whom interacts and guarantees maximum protection of their personal data processed during and on the occasion of providing sports and educational activities in Bulgaria and abroad as well as other related activities. This Privacy Policy is based on the requirements of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing of Directive 95/46/EC ("Regulation (EC) 2016/679"). All changes and additions to the Privacy Policy will be applied after publishing its current content, updated accordingly on: www.bulsport.bg.

The Privacy Policy applies to your personal data if you are an individual or a representative of a legal entity that uses or wishes to use services and activities provided by Bulgarian Sports Development Association /BSDA/, including those offered online by Bulgarian Sports Development Association /BSDA/ and addressed to an unlimited number of people, including through social networks; or you have assigned to Bulgarian Sports Development Association /BSDA/ activities related to your participation in sports and educational activities administered by the organization.

Bulgarian Sports Development Association /BSDA/ assumes responsibility for preserving the privacy of personal data in cases where users provide personal information about their participation in sporting and educational activities in Bulgaria or abroad.

Bulgarian Sports Development Association /BSDA/ preserves the right to expand and modify the functionalities, conditions and products on its web site (www.bulsport.bg), and any changes made will be updated accordingly on the website.

By accessing the organization's website and/or sending a request or informational email, you agree that you are familiar with and accept the terms and conditions below.

**Types of information we collect:**

When you use our services and declare the use of sporting and educational activities in Bulgaria or abroad, we collect your personal information that you voluntarily provide, such as your name, address, date of birth, PIN, number and validity of ID card and/or international passport, telephone, e-mail address and others applicable under national and/or international regulations (including information on special nutritional needs, health needs related to the use of services, educational needs, visa information, background information, etc.)

Personal data is processed and used by Bulgarian Sports Development Association /BSDA/ in strict compliance with the requirements of the Personal Data Protection Act and other applicable provisions.

You are not required to provide this information, but in such cases we are not going to be able to provide you with the relevant activities.

**Who we share your information with:**

Bulgarian Sports Development Association /BSDA/ does not share, sell or rent your personal data to third parties unless they are the result of a contractual relationship and are required by:

• Donor programs and funding instruments that ensure your participation in sporting and educational activities in Bulgaria or abroad;

• Institutions and administrations in Bulgaria and abroad that ensure your participation in sporting and educational activities in Bulgaria or abroad;

• Reservation systems for booking airline tickets;

• Reservation systems for booking hotel accommodation;

• Embassies and consular services, if necessary, to assist with visa services;

• Partner organizations according to the joint relations in carrying out sports and educational activities in Bulgaria or abroad.

Bulgarian Sports Development Association /BSDA/ may provide personal information if such is required by law or if it is necessary to protect the rights, property and security of Bulgarian Sports Development Association /BSDA/ and its website, the users of the Web site and the customers of our services.

For Bulgarian Sports Development Association /BSDA/ security and protection of customer data is of great importance. We take care to protect the confidentiality of your data. Please avoid access to our services from publicly available computers.

**Who processes and is responsible of your personal data:**

Bulgarian Sports Development Association /BSDA/ is a non-governmental organization, in public benefit, registered in the Commercial Register at the Bulgarian Registry Agency under UIC 175914217, which collects, processes and stores your personal data under the terms of this Policy. Bulgarian Sports Development Association /BSDA/ is an administrator of personal data within the meaning of the Personal Data Protection Act. You can contact us at our address: Sofia 1111, 3 Venera Str. or by e-mail info@bulsport.bg

**Scope and consent:**

Please read this privacy policy carefully. It explains questions about what data and personal information we collect and the purposes for which it is used. Before you provide us with personal information, we ask you to familiarize yourself with our Privacy Policy. By accepting our Privacy Policy, you agree that we collect and process your personal data for the purposes and manner described therein.

By visiting and using the page of Bulgarian Sports Development Association /BSDA/ you declare that you have read, understood the content and agree to this Privacy Policy of Bulgarian Sports Development Association /BSDA/. If you do not agree with this policy, please do not use the site and do not request information/services/activities of Bulgarian Sports Development Association /BSDA/.

You should know that we may periodically change and update this privacy policy. The bottom of this document lists the date of its last update, which is the current version. The practices described in this document apply only to this website and the services provided by the organization described in this policy and we do not guarantee their application to other websites to which this site may refer or other organizations, to whom we provide the data under contractual and/or partner relationships that respect its own privacy and data protection policy.

The provision of personal data is voluntary. If you do not want to provide us with your personal information, we will not be able to use it for certain activities we offer. As a result, you will not be able to use the activities provided by us.

**Grounds for processing personal data:**

Regarding the lawfulness of the processing of personal data, according to the General Data Protection Regulation (EU) 679/2016, which also justifies the grounds on which the Bulgarian Sports Development Association /BSDA/ processes personal data are:

• Processing is necessary to comply with a legal obligation;

• Processing is necessary for the performance of a contract;

• On the basis of the consent given by the data owner;

• Processing is necessary for the legitimate interests of Bulgarian Sports Development Association /BSDA/;

**Information we collect:**

Bulgarian Sports Development Association /BSDA/ undertakes that the data that it receives and / or collects from you will be processed in accordance with applicable law and the principles introduced by the General Data Protection Regulation (EU) 679/2016 and for the purposes of this policy.

What data, for what purposes and on what basis we are processing:

Depending on the specific purposes and reasons Bulgarian Sports Development Association /BSDA/ processes the following data individually or in combination:

Provided by you data necessary for identification and implementation of sporting and educational activities in Bulgaria or abroad:

• Full name, date of birth, PIN or personal number of a foreigner, address, telephone and/or e-mail address for contact with you or a contact person specified by you and other applicable under national and/or international regulations related to the organization of activities (information on special nutritional needs, health needs related to the use of services, educational needs, visa information, background information, etc.);

• Full name, PIN, address and other data of your proxy specified in the document by which you have authorized him/her to represent you in front of Bulgarian Sports Development Association /BSDA/;

• Number, date of issue, validity and issuer of an ID and/or an international passport;

• Data collected upon payment made to Bulgarian Sports Development Association /BSDA/ - credit or debit card number, bank account and other bank and payment information collected and processed in connection with making the payment by bank transfer;

• Query information;

• Information arising from an agreement between you and Bulgarian Sports Development Association /BSDA/;

• Photographic and video material on the implemented activities that serve as a report on donor programs and financing instruments, institutions and administrations in Bulgaria and abroad, partner organizations according to joint relations in carrying out sporting and educational activities in Bulgaria or abroad;

• Information required from donor programs and financing instruments, institutions and administrations in Bulgaria and abroad, partner organizations according to joint relations in carrying out sports and educational activities in Bulgaria or abroad.

**Objectives and legal bases for the processing of personal data:**

Data processing that is necessary for inclusion in or performance of sporting and educational activities and their realization in relation to your participation in them /in Bulgaria or abroad/. Bulgarian Sports Development Association /BSDA/ processes your data for the following purposes:

• User identification when: request, use and report sports and educational activities. User identification is performed on all communication channels - site /office/organization, customer service number, internet site, e-mail;

• Updating your personal data or service information on your request for correction/modification of data/services;

• Service and response to complaints/inquiries/complaints;

• Payment of amounts due, issuance of accounting documents;

• Processing by processors - assignment, processing, acceptance, payment;

The data we collect from you may be processed by staff working for Bulgarian Sports Development Association /BSDA/. Such staff may be busy, among other things, also by maintaining this website, executing your order, processing your payment details, or providing support services.

**Way of collecting information:**

• When registering your sport organisation in the website [www.eusportdiplomacy.info](http://www.eusportdiplomacy.info);

• When making a request;

• When you make a request for a service/activity (online or offline);

• When you sign-up to receive electronic newsletters from us;

• When you participate in a poll and/or survey;

• When you participate in games, promotions and/or initiatives;

• Third parties - people authorized to make a request/request to you;

• Third parties – via the account of Bulgarian Sports Development Association /BSDA/ on social media platforms such as Facebook, Twitter, Google+, LinkedIn, YouTube, or Instagram.

**In this policy, the goals and ways of processing your personal information are:**

• To provide our services and activities;

• To connect with our users;

• To respond to your inquiries;

• To personalize the content;

• To improve our services;

• To improve the efficiency of our website;

• For studies and analyzes;

• Other ways permitted or not forbidden by legislation.

You explicitly agree to the collection, use, processing and delivery of your information and data as provided in this Privacy Policy as well as to the storage, and storage of servers hired by Bulgarian Sports Development Association /BSDA/. We store your data for no longer than the statutory legal time.

**Third Party Information:**

Bulgarian Sports Development Association /BSDA/ will not provide personal data to third parties except in the cases listed here:

• Our website may contain links to or from third-party websites, such as third parties categorized as distributors, advertisers, service providers;

• Our website may contain links or refer to websites or other social networking platforms, such as Facebook, Google, Twitter, Instagram etc. If you link to any of these websites, you should keep in mind that these websites have their own policies and Bulgarian Sports Development Association /BSDA/ does not assume any responsibility for the confidentiality policies applied by these third parties.

For the proper functioning of our website and to continually improve the quality of the services we offer, we use the following programs and web solutions that could access your IP address and analyze your behavior while staying on our platforms, including this web site without to identify you as an individual:

Google Analytics - <https://privacy.google.com/businesses/compliance/>. We use Google Analytics to collect statistical information for users on our website. As an example, the website you come from, the country you are in, your language, online behavior, the browser you use, and others.
You can opt out of using your data from Google Analytics, via the app Google Analytics opt-out browser add-on, which you can download and install on your web browser.

Mailchimp – (<https://mailchimp.com/legal/privacy/> ). We share your information provided with your consent to third parties who send promotional emails on our behalf. To stop receiving our promotional emails, you can unsubscribe from the newsletter in any promotional message you receive by us.

Facebook - [https://www.facebook.com/business/gdpr;](https://www.facebook.com/business/gdpr)

Twitter, Google plus, Instagram, Remarketing, Google Adwords Conversion, Facebook Custom Audience.

In the event that you disagree with these terms, you will not be able to use our site fully and should not use it in the future.

**Cookie policy**

-What are cookies? - Cookies are small text files the website can use by capturing them on your device. The purpose of cookies is to "remember" your device and be recognized on subsequent entry into the website, so the website will be tailored to the user's preferences. Cookies are called all files that collect and store such information.

For more information visit:<http://www.allaboutcookies.org/cookies/what-information-in-cookie.html>

What cookies are used for:

Cookies are used for different purposes. Bulgarian Sports Development Association /BSDA/ does not use cookies to monitor user preferences.

If you want to find out more about opting out of behavioral advertising, visit [www.networkadvertising.org/managing/opt\_out.asp.](http://www.networkadvertising.org/managing/opt_out.asp)

Cookies can be deactivated by:

Special denial tools: [tools.google.com/dlpage/gaoptout](https://tools.google.com/dlpage/gaoptout)

Browser options

PC computer and Mac computer

[Internet Explorer](https://support.microsoft.com/en-gb/help/17442/windows-internet-explorer-delete-manage-cookies)

[Firefox](https://support.microsoft.com/en-gb/help/17442/windows-internet-explorer-delete-manage-cookies)
[Chrome](https://support.google.com/chrome/answer/95647?hl=en)
[Safari](https://support.apple.com/kb/PH5042?locale=en_US)

Mobile devices

[Safari iOS](https://support.apple.com/en-us/HT201265)

[Android](https://support.google.com/chrome/answer/95647?co=GENIE.Platform%3DAndroid&hl=en&oco=0)

**In connection with the General Data Protection Regulation (EU) 679/2016, your rights are expressed in:**

 **Right of information:**

At any time, you can obtain information identifying the Bulgarian Sports Development Association /BSDA/ in the links with the personal data you provide, as well as about:

• Employee of the company processing your data;

• The intention of Bulgarian Sports Development Association /BSDA/ to transfer your data to third parties;

• The storage period of your data;

• Information about the rights you have, including the right to complain to the Supervisory Authority - Personal Data Protection Commission.

**Right to access personal data:**

At any time, you have the right to request information about whether your personal data is being stored. You can contact Bulgarian Sports Development Association /BSDA/ at the contacts provided in this policy.

 **Right of portability:**

Bulgarian Sports Development Association /BSDA/ processes your personal data, based on your consent, you are entitled to receive a copy of your data in a structured, widely used and machine readable format. You have the right to request the transfer of your data to another personal data administrator whenever possible. All of these rights are limited to the personal data you have provided to us.

 **Right of correction:**

You have the right to ask for your personal data to be corrected if they are inaccurate and to supplement your personal data.

 **Right to delete:**

You have the right to request the deletion of all your personal data stored by the Bulgarian Sports Development Association / BSDA / at any time except in the following situations:

• You are currently in the process of communicating with Bulgarian Sports Development Association /BSDA/ team;

• You have a request for inclusion in an activity;

• If you have engaged in sporting or educational activities, we will keep your personal data in relation to certain laws and contractual relationships that require it.

**Right to object to processing based on legitimate interest:**

In case of your objection Bulgarian Sports Development Association /BSDA/ shall be obliged to terminate the processing unless it proves that there are legal or contractual grounds for the processing that take precedence over the interests, rights and freedoms of the data subject or for the establishment, exercise or defense of legal consequences.

 **Right to object to direct marketing:**

You have the right to object to receiving marketing communications, including profiling and analysis for direct marketing purposes. If you object to the preceding sentence, processing of your personal data will be terminated.

You can exercise your right to opt out of direct marketing by following the instructions in each message sent for marketing purposes. When the objection is against the processing of your personal data for direct marketing purposes, Bulgarian Sports Development Association /BSDA/ will teriminate their processing for the stated purpose. When the objection is against the processing of your personal data for the other purposes, Bulgarian Sports Development Association /BSDA/ will answer within a reasonable time but not longer than one month whether it finds the same as reasonable and whether it will discontinue the processing of the relevant personal data for these purposes.

**How can you apply your rights:**

We are very concerned about the protection of personal data. You can always contact us at info@bulsport.bg

**Obligations of the Bulgarian Sports Development Association /BSDA/ and measures taken regarding the storage of your personal data:**

• The processing of data is based on all the principles defining the general Data Protection Regulation (EU) 679/2016;

• Bulgarian Sports Development Association /BSDA/ assists in exercising the rights of data wonews in the ways identified in this policy;

• Bulgarian Sports Development Association /BSDA/ manages the risk of personal data protection in accordance with the General Data Protection Regulation (EU) 679/2016.

**Privacy Officer:**

Bulgarian Sports Development Association /BSDA/ processes personal data that collectively represent less than 10,000 items, which does not require the designation of a particular person responsible for personal data protection. Your personal data will always be processed in an open, honest and lawful manner by all employees of the organization.

 **Right to submission a complaint with a supervisor:**

If you believe we process your personal data in the wrong way, you can contact us. You also have the right to file a complaint with CPDP in the contacts below.

**Transmission of personal data to third countries:**

If we pass on your data to third countries, this is done only under the terms of the General Data Protection Regulation (EU) 679/2016. For countries for which the European Commission has decided to provide an adequate level of data protection, the transfer may take place without the need for additional authorization.

In the absence of a decision on an adequate level of data protection in a third country, we will transmit data once you have been informed of the possible risks associated with the transfer due to lack of a decision on the adequate level of protection and appropriate safeguards for the relevant third country and you explicitly agree to do so, or when required by the terms of a contract between the data subject and the Bulgarian Sports Development Association /BSDA/ or the transmission is necessary for the conclusion or performance of activities performed in the interest of the data subject and provided by the Bulgarian Sports Development Association /BSDA/ and its partners and/or any other natural or legal entity.

**How long is your personal data stored:**

The time that your personal data is stored depends on the processing purposes for which it was collected:

• Personal data processed for the purpose of concluding and implementing sports and educational services are kept for the duration of contracts with donor programs and financing instruments, institutions and administrations in Bulgaria and abroad, partner organizations according to joint relations in carrying out sports and educational activities in Bulgaria or abroad and until final settlement of all relations between the parties to the specific contracts;

• Personal data processed for the purpose of issuing accounting / financial documents for the implementation of the tax and social security control, but not only - invoices, debit notes, credit notes, acceptance and transmission protocols, contracts for the provision of activities, etc. shall be kept for at least 5 years after the expiry of the limitation period for repayment of the public claim, unless the applicable law provides for a longer period.

**Mandatory information about the rights of individuals to protect personal data::**

Name: Bulgarian Sports Development Association /BSDA/

UIC / BULSTAT: 175914217

Management address: Sofia 1111, ж.к. Geo Milev, 3 Venera Str

Telephone: 08891372478

E-mail: info@bulsport.bg
Website: [www.bulsport.bg](http://www.bulsport.bg)

**Information on the competent data protection supervisory authority:**

Name: Personal Data Protection Commission

Headquarters and address of management: Sofia 1592, "Prof. 2 Tsvetan Lazarov

Telephone: 02 915 3 518

E-mail: kzld@cpdp.bg
Website: [www.cpdp.bg](https://www.cpdp.bg/)

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