



GDPR POLICY

What is this document?

This policy outlines how we collect, use, store, and protect your personal data in compliance with the General Data Protection Regulation (GDPR).

Who is this document for?

- The Aberacon Board, made up of its directors
- core staff working for Aberacon
- at-con volunteers working for Aberacon
- all Aberacon attendees.

Last reviewed Adolygwyd ddiwethaf	15 April Ebrill 2025
To be reviewed I'w adolygu	30 April Ebrill 2027



1. Data Controller

Aberacon is the Data Controller for the personal data collected during the convention.

2. Personal Data We Collect

We may collect the following types of personal data:

- **Attendee Information:** Name, contact details, dietary requirements, accessibility needs, emergency contact information, and payment details.
- **Staff and Volunteer Information:** Name, contact details, role, and any relevant qualifications or certifications.
- **Feedback during or after the Convention:** Feedback forms, surveys, or testimonials provided during or after the convention.
- **Photographs and Videos:** Images or recordings taken during the convention for promotional purposes (see Section 7).

3. How We Use Your Personal Data

We use your personal data for the following purposes:

- To manage event registration and attendance.
- To ensure the safety and wellbeing of attendees, staff, and volunteers.
- To process payments and issue invoices.
- To provide tailored services, for example catering and accessibility support.
- To communicate important convention updates.
- For post-convention follow-up, including feedback collection.

4. Legal Basis for Processing

We process personal data based on the following legal grounds:

- **Consent:** For promotional activities, including photography and videography.
- **Contract:** To fulfil our obligations related to your registration and participation.
- **Legitimate Interests:** For the smooth operation and improvement of Aberacon.
- **Legal Obligations:** To comply with applicable laws and regulations.

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5. Data Sharing

We will not share your personal data with third parties except in the following cases:

- With service providers helping with the organisation of Aberacon (e.g., catering, accommodation, or IT support). A full list of service providers that need personal data is available on request.
- If required by law or to protect the safety of individuals.

6. Photography and Videography

Photographs and videos may be taken during the convention for promotional purposes. If you do not wish to appear in these materials, please inform us during registration or contact the event team directly.

7. Data Retention

We will retain your personal data only as long as necessary to fulfil the purposes outlined in this policy, unless a longer retention period is required by law.

8. Your Rights

Under GDPR, you have the following rights:

- To access your personal data.
- To correct inaccurate or incomplete data.
- To request the deletion of your data.
- To restrict or object to data processing.
- To data portability.
- To withdraw consent for data processing (where applicable).
- To lodge a complaint.

9. Data Security

We will implement appropriate technical and organisational measures to protect your personal data from unauthorised access, loss, or misuse.

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10. Updates to This Policy

We may update this policy from time to time. Any changes will be posted on our website.

11. Contact Us

For any questions or concerns about this policy or your personal data, please contact:

gdpr@aberacon.wales

For general inquiries:

info@aberacon.wales

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