

IAAF ADVISORY NOTE USE OF ATHLETE PERSONAL INFORMATION

1. Your personal information is being processed by the International Association of Athletics Federations (“IAAF”). The IAAF is located in Monaco and its principle office is at 6-8, Quai Antoine 1er, BP 359, MC 98007 Monaco Cedex. As an association recognised under the laws of Monaco, the IAAF is subject to law 1,165 dated December 23, 1993 on data protection (as amended) and also complies with the EU General Data Protection Regulations 2016.
2. The IAAF respects your privacy and is committed to protecting your personal information. This advisory note relates to our use of any personal information that we collect about you through various activities covered within the IAAF Competition Rules in relation to your participation in the sport of athletics (including via the IAAF event entry process and system).
3. Please note that a separate advisory note on the use of personal information for the purpose of implementing the Athletics Integrity Unit (“AIU”) Anti-Doping and Integrity Programmes is available at the following link: <https://www.athleticsintegrity.org/data-protection>.
4. This advisory note explains the following:
 - the type of information we collect;
 - how the information is used;
 - where the information is stored;
 - whether we will disclose your details to anyone else; and
 - how to find out what personal information is stored.

What type of personal information is collected?

5. When you are entered by your National Team / Member Federation to compete at International Competitions or when we need to make decisions about your eligibility to compete in competitions, we will ask for personal information and, in some cases, sensitive personal information about you. In the table below we set out what personal information we process, the business purpose it covers, the legal basis upon which we process the data and retention period for that data. Please note all the activities listed in the table below may not apply to your individual circumstances. That we will retain personal information beyond of the retention period where we have brought or are defending a legal claim which runs beyond the retention period.

Type of Personal Information	Business Purpose	Legal Basis upon which it is used	Retention Period
Name, nationality/country, gender, date of birth, place of birth, passport number, gender, this information has been taken from your passport a copy of which has been provided by you to your Member Federation	To approve and arrange for your entry/ accreditation and related requirements for the relevant World Athletics Series Event; to support arranging logistics such as travel and accommodation. In the case of Age Category Events to check the age of the athlete and nationality (Competition Rule 141)	Necessary for the performance of a contract (i.e. your participation to the World Athletics Series Event) as well as for the purposes of the legitimate interests pursued by the IAAF. Indeed, without this information we cannot perform the entry/registration/accreditation process arrange access to the event, provide accommodation, making travel arrangements for you and help with visa procedures i.e. perform our contract with you	From when your details are entered on to our Athlete Database for the period of your career as an athlete plus 10 years
Data on your physical or facial appearance as referred to in your passport/identity documents (including passport/identity and photographs) - this information has been	To approve and arrange for your accreditation requirements for the relevant World Athletics Series Event; to support arranging logistics such as travel and accommodation.	Consent – this because the information listed is regarded as being sensitive personal information	From when your details are entered on to our Athlete Database for the period of your career as an athlete plus 10 years, unless consent is withdrawn earlier

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taken from your passport a copy of which has been provided by you to your Member Federation	In the case of Age Category Events to check the age of the athlete and nationality		
Image, photograph, or moving image	To create footage, be filmed, broadcast etc. for promotion of IAAF, sport of Athletics and keep a permanent record of the IAAF Event	Consent given by contract as a condition of participating at international competitions (see clauses 1.11. 1.12 and 1.13 and 1.13 of the Athlete Competition Agreement)	To be kept permanently
Name, image and likeness	Use and reproduction in merchandise and publications relating to the IAAF, IAAF Events or Ancillary Events to promote and support of such IAAF Event or Ancillary Event.	Consent given by contract (see clause 1.1,14 of the Athlete Competition Agreement)	From the start of the IAAF or IAAF Ancillary Event for the period of your career as an athlete plus 10 years, unless consent is withdrawn earlier. (Please note that at the end of the retention period or when consent is withdrawn will mean IAAF will no longer use the Athlete's name image and likeness in any future merchandise and publications, but it will not affect any merchandise and publications already in existence).
Birthdate, birthplace, first, middle name(s) and last name and height	To create athlete profiles and performance statistics and competition results on the IAAF website	Necessary for the purposes of the legitimate interests pursued by the IAAF to ensure that IAAF's competition records are complete and accurate. As the official source of information relating to the sport of athletics our competition results data needs to be complete for all stakeholders who rely upon the IAAF to provide official information.	From when your details are entered on to our Athlete Database for the period of your career as an athlete plus 10 years. However, we will keep competition results data (i.e. your name and result) permanently as historical records of the performance statistics and competition results.
Name, nationality, date of birth, gender, address, event, whether you compete at a national or international level; medical or biological information and records; information arising from analysing urine or blood samples	To investigate and assess if you, as a male to female transsexual athlete meet the requirements of 'IAAF regulations governing eligibility of athletes who have undergone sex reassignment to compete in women's competition'	Consent in respect of sensitive personal data as well as necessary for the performance of a Contract in respect of personal data* *see Competition Rule 141	For the period of your athletics career plus 10 years, unless consent is withdrawn earlier. Please note that if consent is withdrawn during athletics career, the IAAF will not be able to comply with the Regulations governing eligibility of athletes who have undergone sex reassignment, and as a consequence, you might not be able to

Type of Personal Information	Business Purpose	Legal Basis upon which it is used	Retention Period
			compete.
[Name, nationality, date of birth, gender, address, event, whether you compete at a national or international level; medical or biological information and records; information arising from analysing urine or blood samples.	To investigate and assess if you, as a 'Relevant Athlete'* meet the 'Eligibility Conditions'* set out in the IAAF Eligibility Regulations for the Female Classification (Athletes with Differences of Sex Development) *as defined in the regulations	Consent in respect of sensitive personal data and necessary for the performance of a Contract in respect of personal data* *see Competition Rule 141 and regulation 3.18 (b) (iii) and (c)	For the period of your athletics career plus 10 years, unless consent is withdrawn earlier. Please note that if consent is withdrawn during athletics career, the IAAF will not be able to comply with the Eligibility Regulations for the Female Classification, and as a consequence, you might not be able to compete.
Name; date of birth; place of birth; citizenship/nationality; passport; identification documents;	To make decisions on an athlete's eligibility to represent a Member Federation by ensuring they meet the requirements under the Regulations to represent a Member Federation in National Representative Competitions	Necessary for the performance of a contract (i.e. your participation to the World Athletics Series Event) as well as for the purposes of the legitimate interests pursued by the IAAF. Indeed, without this information we cannot make decisions regarding your eligibility to represent a Member Federation and you will not be able to participate in such competitions until such decisions can be made i.e. perform our contract with you	For the period of your athletics career plus 10 years
Name and date of birth and dates of examinations, completion of questionnaires and results of electrocardiogram and team doctor name, email address and phone number	Pre-Participation Evaluation Certificate in order to meet the requirements to compete in World Athletics Series Events. Confirmation of complete with IAAF Competition Rules 4 and 52	Necessary in order to take steps at your request prior to entering into a contract (i.e. your participation to the World Athletics Series Event) as well as necessary for the purposes of the legitimate interests pursued by the IAAF. Indeed without this information we cannot make decisions regarding your eligibility to compete in the World Athletics Series Event and therefore, you will not be able to participate in such competitions until such decisions can be made i.e. perform our contract with you	For the period of 2 years (i.e. until the certificate's validity has expired) unless we have requested further information pursuant to the regulations or where you challenge a decision arising from application of the rules and regulations

Where will the information be stored?

- The hosting service provider to the event entry system is Rackspace Ltd, 5 Millington Road, Hyde Park Hayes, Middlesex, UB3 4AZ UK www.rackspace.com and the servers that host the event entry system are located in London, United Kingdom.
- The provider of the accreditation system is: After S.r.l. Viale del Vignola 61, 00196 Roma, Italy: <http://www.after.it/> and the internet service provider to the accreditation system is BT Italia, S.P.A.

Via Tucidide 56, Torre 7, 20134 Milano Italy: <https://www.globalservices.bt.com/pmi/it/home> and the servers that host the accreditation system are located in Italy.

8. By submitting your personal information, you agree to the transfer, storing or processing of your personal information. We will always take all reasonable precautions to make sure that your data remains secure, handled in accordance with this advisory note and has the same legal protection as it would have if it remained in Monaco.
9. You are advised however that the transmission of data via the internet is not completely secure and therefore we cannot guarantee the security of data sent to us electronically. Any transmission of such data is therefore entirely at your own risk and in this respect, we recommend that you take all necessary measures, for instance by sending your data in encrypted format.

Will my information be shared with anyone else/ who else has access to the system?

10. In the table below we set out the entities that may have access to your personal information and the reason for such access.

Who	Why?
Local Organising Committee (LOC) and any official travel agency appointed by the LOC. After the event the LOC access to the system will be removed. If information from the accreditation system is shared then this will be done via encrypted emails, files and platforms. Instructions will also be sent to destroy data securely. Note that interior ministries and law enforcement agencies may have local legal obligations to keep such records.	<ol style="list-style-type: none"> a. To arrange and support logistics (visa invitation letters, pick-ups (transfers to and from airports; rail terminals; coach stations), accommodation, buses, guest lists for receptions, distribution of books and welcome packs/bags b. To enter/review employees/representatives/ volunteers details from the LOC, Organising Member, local commercial affiliates, sponsors, partners, suppliers, broadcasters who need to be accredited. c. Users to the system are defined by the IAAF, login will enable LOC users to; <ul style="list-style-type: none"> - View the Media List and permission, status each Broadcaster has and for which event. - View, for each Broadcasters, the details of the data they entered - Receive a request for visa letter when needed and request by ticking the box - View the Flights details information for each person - View the request for accommodation on official hotels - Email address of each Broadcasters account manager to get in touch regarding transport and accommodation.
Official Event Hotels (via the LOC)	To arrange your accommodation
Interior Ministry of the country where the event is held (via the LOC)	To issue invitation letters (if required) to support visa applications
Law enforcement agencies of the country where the event is held (via the LOC).	To give security clearance
Regulations for the Female Classification (Athletes with Differences of Sex Development) <ol style="list-style-type: none"> a. ADSD Expert Panel, b. athlete ombudsman c. your physician and d. the appointed physician in the reference centre 	<ol style="list-style-type: none"> a. assess your case b. if you wish to appoint one to assist you through the process and ask us to send your personal information to them also c. so they know the outcome of the assessment d. to be able to carry out a medical physical examination on you and examine the results
Regulations to represent a Member Federation in National Representative Competitions <ol style="list-style-type: none"> a. The Member Federation b. Nationality Review Panel Members (who are IAAF Council Members) c. The appointed athlete ombudsman (if appointed) to assist you d. If you appeal a decision the Court of Arbitration of Sport 	<ol style="list-style-type: none"> a. Processing the application, correspond with about progress and send the decision b. To be able to review your case and make a decision c. To assist you through the process d. If you appeal the Nationality Review Panel's decision
Athletics Integrity Unit (AIU)	For the purposes of investigating, prosecuting and ensuring compliance with the IAAF Rules and

	<p>Regulations. The following personal information will be provided to the AIU:</p> <ul style="list-style-type: none"> IAAF ID Photo Given names Surnames Other names Sporting nationality Birth nationality Gender Known DOB Email address <p>The IAAF may provide any other personal information (e.g. passport, identity card, mobile telephone number etc.) it may hold about you to the AIU for their purposes.</p>
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We use third party organisations to help provide a professional service to the users of the IAAF Event Entry System. These organizations act as data processors and are strictly controlled in how they may/may not use your personal data. We remain responsible for the protection of your data. Please note that there are Local Organising Committees who are located outside the European Economic Area (EEA) to whom you consent to the sharing of your personal information with and we will ensure through contractual provisions they comply with data protection laws. IAAF may also disclose your personal data where it believes it is compelled to do so by law.

Your rights in respect of personal information

11. The IAAF has a number of obligations in relation to how it handles your personal data. The IAAF is committed to the key principles of transparency, consent (where applicable), security and data minimisation. Alongside relying on the IAAF meeting its obligations, you have a number of rights that you are entitled to exercise.

(a) The right to object

One key right is the right to stop processing (right to object): This allows you to do three things:

- You object to the disclosure of your information to the third parties listed above, but we must inform you that it will be difficult to process your application/registration for the purposes of providing the basis on which you participate in the sport of athletics without that information being disclosed.
- You have the right to object to IAAF processing information about you where we process on the basis of 'legitimate interest'. If you believe this to be the case, you should contact us and provide an explanation of your particular situation so that we be able to appreciate the interests at stake.
- You have the right to ask the IAAF not to process personal data for purposes of sending you direct marketing. The IAAF does not use your personal data for such purposes.

(b) The other rights are:

- Right of access: In accordance with the provisions of the data protection laws, you have certain rights to request a copy of your own personal data held by the IAAF. You can request to receive a copy of your personal information in a readily understandable format within a reasonable timeframe (one month from the date of the request).
- Right to rectification: You have the right to ask to rectify inaccurate or incomplete personal data which it has about you after you have been registered for accreditation. Where the IAAF positively knows that the personal information that it is processing is inaccurate or incomplete, the IAAF shall, as appropriate, rectify, amend, complete or update the relevant personal information as soon as possible. Where appropriate, if the personal information in question has been disclosed to a third party that is known or believed to continue to process the personal information, the third party shall be informed of the change as soon as possible.
- Right to erasure: you have the right to ask to erase your personal data in some circumstances, including where the information held by the IAAF is no longer

necessary for the purposes for which it is processed, you withdraw your consent to its use, or we can no longer lawfully process the data. However, if you do exercise this right during the accreditation process then it will make providing the basis for you to participate in events difficult.

- Right to restriction of processing: you can restrict our processing of your data in some circumstances. This applies where, for example, if you contest the accuracy of the personal data we use or object to us using the information on the basis of a 'legitimate interest' (see part 1, above (the right to object)). Please note that where you ask us to restrict processing, we can still store it subject to the retention period, and use it to establish or defend legal claims, which may run beyond the retention period stated.
- Right to data portability: This permits you to receive from the IAAF a copy of your personal data in an electronic file or format that commonly be used on different devices and machines, and to transfer your personal data from the IAAF to another data controller or have the data transmitted directly between two data controllers.
- Right to object to automatic processing: you have the right not to be subject to decisions based solely on automated processing which significantly affect them (at time of writing, the IAAF does not process your personal data on its systems for the purposes of making decisions based on automatic processing and this right is not applicable).

Changes to the Advisory Note?

12. This advisory note may be updated at any time with or without notice, including complying with new practices or regulations. In this respect, we recommend that you visit on a regular basis the following page: <https://www.iaaf.org/about-iaaf/documents/advisory-notes> This policy was developed in July 2019.

Contacting us

13. If you wish to exercise your rights, have any questions or comments concerning the privacy of your information, you can write to the Department of Legal & Business Affairs, Data Protection, IAAF 6/8 Quai Antoine 1er, BP 359, MC 98007, Monaco, Cedex or email: dataprotection@iaaf.org

CCIN (Commission de Contrôle des Information Nominatives)

14. The IAAF have declared the processing of personal data submitted by you to the Commission de Contrôle des Information Nominatives, Monaco: <https://www.ccin.mc/en/> who you may wish to contact should you have any questions or queries that you would like to raise with them.