Privacy Notice

Bureau of Fitness Standards · bureauoffitness.org

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Owner	Governing Board
Review	Every 3 years, or sooner if requirements change

1. Who we are

The Bureau of Fitness Standards (BFS), India, is responsible for the personal data described here. BFS is an independent initiative of Active India Health and Fitness Trust, a registered public charitable trust established in 2008 (New Delhi). Contact for privacy questions and requests: info@bureauoffitness.org (subject "Privacy").

2. What we collect and why

Data	Purpose	Basis
Candidate applications: name, contact details, date of birth, ID check, eligibility evidence, examination results	To assess and certify you and to run the public register	Your application (contract) and consent
Public register entry: name, BFS ID, scheme, status, dates	So employers and the public can verify certification	Legitimate purpose of certification; you are told before you apply
CPD declarations and audit evidence	Surveillance and recertification	Contract
Provider applications	To assess and approve CPD activities	Contract
Complaints and appeals	To investigate and decide	Legitimate use / legal obligation
Committee nominations (call for experts): name, email, role, credentials, stakeholder category, conflicts	To consider you for a committee seat	Consent
Job task analysis survey: role, experience, setting, task	To validate BFS standards and examination blueprints. Results	Consent

Data	Purpose	Basis
ratings; email only if you choose to give it	are analysed and published only in aggregate	
Website server logs (IP address, browser, pages)	Security and troubleshooting. Form submissions store a one-way hash of the IP address, not the address itself	Legitimate use

3. Cookies and tracking

This website does not use advertising or analytics cookies. Pages may load fonts or scripts from our own server only.

4. Sharing

We do not sell personal data. We share it only with people working for BFS under a confidentiality undertaking (for example examiners and committee members who need it), with service providers who host our website and email under contract, or where the law requires. If data leaves India, we make sure it is protected to an equivalent standard.

5. How long we keep it

See the Records Retention Schedule. In short: certification records for the certification period plus 6 years; nominations for 2 years unless you are appointed; raw survey responses for 3 years after the JTA report.

6. Your rights

Under India's Digital Personal Data Protection Act, 2023, and, where it applies, the EU/UK GDPR, you can ask to access, correct, update or erase your data, withdraw consent, and nominate someone to exercise your rights. Email us and we will respond within 30 days. You may also complain to the Data Protection Board of India or your local data protection authority.

7. Security

Form responses are stored outside the public web folder with restricted file permissions. Access to candidate and examination data is limited to named roles.

8. Changes

We will post any changes on this page with a new edition date.