

# Data Protection Register - Entry Details

**Registration Number: Z6723578** 

**Date Registered:** 04 June 2003 Registration Expires: 03 June 2013

Data Controller: UNIVERSITY OF GLASGOW

Address:

LEVEL 5
MAIN BUILDING
UNIVERSITY OF GLASGOW
UNIVERSITY AVENUE
GLASGOW
G12 8QQ

This data controller states that it is a public authority under the Freedom of Information Act 2000 or a Scottish public authority under the Freedom of Information (Scotland) Act 2002

This register entry describes, in very general terms, the personal data being processed by:

UNIVERSITY OF GLASGOW

This register entry contains personal data held for 11 purpose(s)

# **Purpose 1**

Staff, Agent and Contractor Administration

#### **Data Controllers further description of Purpose:**

THE ADMINISTRATION OF PROSPECTIVE, CURRENT AND PAST EMPLOYEES INCLUDING SELF-EMPLOYED, CONTRACT PERSONNEL, TEMPORARY STAFF OR VOLUNTARY WORKERS; ADMINISTRATION OF NON-UNIVERSITY STAFF CONTRACTED TO

PROVIDE SERVICES ON

BEHALF OF THE UNIVERSITY:

PLANNING AND MANAGEMENT OF DATA CONTROLLERS WORKLOAD OR BUSINESS ACTIVITY;

OCCUPATIONAL HEALTH SERVICE;

ADMINISTRATION OF AGENTS OR OTHER INTERMEDIARIES;

PENSIONS ADMINISTRATION;

DISCIPLINARY MATTERS, INDUSTRIAL TRIBUNALS ETC;

STAFF TRAINING;

VETTING CHECKS.

#### Data subjects are:

Staff including volunteers, agents, temporary and casual workers

Customers and clients

Suppliers

Relatives, guardians and associates of the data subject

Advisers, consultants and other professional experts

Previous and prospective employers of the staff and referees

Agents and contractors

#### Data classes are:

Personal Details

Family, Lifestyle and Social Circumstances

**Education and Training Details** 

**Employment Details** 

**Financial Details** 

Goods or Services Provided

Racial or Ethnic Origin

Trade Union Membership

Physical or Mental Health or Condition

Offences (Including Alleged Offences)

CUSTOMER, CLIENT DETAILS (INCLUDING GOODS, SERVICES

RECEIVED);

SUPPLIER DETAILS (INCLUDING GOODS, SERVICES PROVIDED).

# Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

RECIPIENTS OF UNIVERSITY SERVICES;

HIGHER EDUCATION STATISTICS AGENCY;

STUDENT UNION;

LEGAL REPRESENTATIVES.

D DISCLOSURE SCOTLAND

D SCOTTISH HIGHER EDUCATION FUNDING COUNCIL

D SOCTTISH FUNDING COUNCIL

D HIGHER EDUCATION FUNDING COUNCIL FOR ENGLAND

D HIGHER EDUCATION FUNDING COUNCIL FOR WALES

D DEPARTMENT FOR EMPLOYMENT AND LEARNING, NORTHERN IRELAND

D GLASGOW INTERNATIONAL COLLEGE

D WORKWITHUS.ORG

D CAMPAIGN HELPER

# D EVIDENCE LTD D SYMPLECTIC LTD

Data subjects themselves

Relatives, guardians or other persons associated with the data subject

Current, past or prospective employers of the data subject

Healthcare, social and welfare advisers or practitioners

Education, training establishments and examining bodies

Employees and agents of the data controller

Suppliers, providers of goods or services

Financial organisations and advisers

Survey and research organisations

Police forces

**Local Government** 

Central Government

Courts / Tribunals

Careers service

Trade unions and staff associations

#### Transfers:

None outside the European Economic Area

# Purpose 2

Advertising, Marketing, Public Relations, General Advice Services

#### **Data Controllers further description of Purpose:**

THE IDENTIFICATION OF RECIPIENTS FOR UNIVERSITY SERVICES AND ADMINISTRATION

OF PROMOTIONAL CAMPAIGNS;

THE ADVERTISING AND PROMOTION OF THE UNIVERSITY AND ITS

SERVICES INCLUDING

BY DIRECT MARKETING MEANS:

THE ADVERTISEMENT AND PROVISION OF GENERAL ADVICE TO

MEMBERS OF THE PUBLIC

ABOUT UNIVERSITY SERVICES;

THE ADVERTISEMENT AND PROMOTION OF THE UNIVERSITY THROUGH

THIRD PARTY

PRODUCTS AND SERVICES E.G. FINANCIAL SPONSORSHIP;

FUNDRAISING FOR THE UNIVERSITY AND OTHER ORGANISATIONS

(EXCLUDING FUNDRAISING

THROUGH ALUMNI.

#### Data subjects are:

Staff including volunteers, agents, temporary and casual workers

Customers and clients

Complainants, correspondents and enquirers

Relatives, guardians and associates of the data subject

Advisers, consultants and other professional experts Students and pupils

PERSONS WHO MAY BE SUBJECT OF ENQUIRY, PRESS RELEASE OR OTHER PROMOTIONAL EXERCISE: DONORS AND FRIENDS OF THE UNIVERSITY.

#### Data classes are:

Personal Details Family, Lifestyle and Social Circumstances **Education and Training Details Employment Details** Physical or Mental Health or Condition

CUSTOMER, CLIENT DETAILS (INCLUDING GOODS, SERVICES RECEIVED): SUPPLIER DETAILS (INCLUDING GOODS, SERVICES PROVIDED).

### Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

RECIPIENTS OF UNIVERSITY SERVICES STUDENT UNION D ASSOCIATION OF COMMONWEALTH UNIVERSITIES YEARBOOK D GLASGOW INTERNATIONAL COLLEGE

Data subjects themselves Relatives, guardians or other persons associated with the data subject Current, past or prospective employers of the data subject Employees and agents of the data controller Suppliers, providers of goods or services Persons making an enquiry or complaint Trade, employer associations and professional bodies The media Trade unions and staff associations

#### **Transfers:**

Worldwide

# Purpose 3

Accounts & Records

#### **Purpose Description:**

Keeping accounts related to any business or other activity carried on by the data controller, or deciding whether to accept any person as a customer or supplier, or keeping records of purchases, sales or other transactions for the purpose of ensuring that the requisite payments and deliveries are made or services

provided by him or to him in respect of those transactions, or for the purpose of making financial or management forecasts to assist him in the conduct of any such business or activity

#### **Data Controllers further description of Purpose:**

THE ADMINISTRATION OF SUPPLIER RECORDS RELATING TO GOODS, ORDERS, SERVICES AND ACCOUNTS PROVIDED TO THE UNIVERSITY.

#### Data subjects are:

Staff including volunteers, agents, temporary and casual workers Suppliers Advisers, consultants and other professional experts Students and pupils

#### Data classes are:

Personal Details
Employment Details
Financial Details
Goods or Services Provided

#### Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

Data subjects themselves
Business associates and other professional advisers
Employees and agents of the data controller
Suppliers, providers of goods or services
Persons making an enquiry or complaint
Financial organisations and advisers
Auditors
Courts / Tribunals

#### Transfers:

None outside the European Economic Area

# Purpose 4

Education

#### **Purpose Description:**

The provision of education or training as a primary function or as a business activity.

# **Data Controllers further description of Purpose:**

ADMINISTRATION OF EDUCATION AND TRAINING (E.G. REGISTRATION

AND MONITORING.

CALCULATION AND PUBLICATION OF EXAM RESULTS, PROVISION OF REFERENCES):

PROVISION OF EDUCATION AND TRAINING (E.G. PLANNING AND CONTROL OF CURRICULA AND

EXAMS, COMMISSIONING, VALIDATING AND PRODUCING EDUCATIONAL MATERIALS, SANDWICH

PLACEMENTS);

ADMINISTRATION OF APPLICATIONS (E.G. RECEIPT AND PROCESSING OF UCAS FORMS,

COMPILATION OF STATISTICS, ASSESSMENTS INCLUDING PRELIMINARY AND CONFIRMED

OFFERS, LIASON WITH UCAS);

PREPARATION OF DFEE RETURNS:

ADMINISTRATION OF STUDENT AWARDS AND FEES.

# Data subjects are:

Staff including volunteers, agents, temporary and casual workers Suppliers

Complainants, correspondents and enquirers

Relatives, guardians and associates of the data subject

Advisers, consultants and other professional experts

Students and pupils

AUTHORS, PUBLISHERS, EDITORS, ARTISTS AND OTHER CREATORS; THIRD PARTIES PARTICIPATING IN COURSE WORK E.G. VOLUNTEERS, PATIENTS, SURVEY RESPONDENTS.

#### Data classes are:

LEARNERS.

Personal Details
Family, Lifestyle and Social Circumstances
Education and Training Details
Employment Details
Financial Details
Racial or Ethnic Origin
Religious or Other Beliefs Of A Similar Nature
Physical or Mental Health or Condition
Offences (Including Alleged Offences)

STUDENT RECORDS;

SUPPLIER DETAILS (INCLUDING GOODS, SERVICES PROVIDED); FACILITIES ACCESS INFORMATION.

#### Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

UCAS;

FUNDING COUNCILS;

HIGHER EDUCATION STATISTICS AGENCY;

STUDENT UNION;

D STUDENTS AWARDS AGENCY FOR SCOTLAND (SAAS);

- D BRITISH COMPUTER SOCIETY:
- D EXTERNAL EXAMINERS.
- D SCOTTISH QUALIFICATIONS AGENCY.
- D PROCESS AWARDS AGENCY.
- D SCOTTISH ENTERPRISE.
- D SCOTTISH QUALITY MANAGEMENT SYSTEM.
- D IPSOS M O R I FOR NATIONAL STUDENT SURVEY (N S S)
- D NHS EDUCATION SCOTLAND
- D PROFESSIONAL BODIES
- D KAPLAN INTERNATIONAL COLLEGE
- D DISCLOSURE SCOTLAND
- D MR(UK)
- D GLASGOW INTERNATIONAL COLLEGE
- **D JANET-TXT**
- D NGEE ANN POLYTECHNIC
- D SINGAPORE INSTITUTE OF TECHNOLOGY

### Data subjects themselves

Relatives, guardians or other persons associated with the data subject

Current, past or prospective employers of the data subject

Healthcare, social and welfare advisers or practitioners

Education, training establishments and examining bodies

Employees and agents of the data controller

Suppliers, providers of goods or services

Financial organisations and advisers

Survey and research organisations

Police forces

Local Government

Central Government

Voluntary and charitable organisations

Religious organisations

The media

Data processors

Courts / Tribunals

Department for education and employment

#### **Transfers:**

Worldwide

# Purpose 5

Student and Staff Support Services

#### **Data Controllers further description of Purpose:**

ADMINISTRATION AND MANAGEMENT OF UNIVERSITY AND PRIVATELY OWNED PROPERTY (INCLUDING ACCOMMODATION SERVICES); ADMINISTRATION OF GRANTS AND LOANS (E.G. STUDENT LOANS, LOANS FROM THE STUDENT

LOAN COMPANY, ACCESS LOANS);

ADMINISTRATION AND PROVISION OF HEALTH CARE SERVICES:

ADMINISTRATION AND PROVISION OF LIBRARY SERVICES (INCLUDING MEMBERSHIP

RECORDS, LOAN/HIRE RECORDS, INFORMATION AND DATABANK ADMINISTRATION);

TICKET ISSUE/RESERVATION SERVICES;

ADMINISTRATION OF AN IDENTITY AND FACILITY ACCESS CONTROL CARD;

ADMINISTRATION AND PROVISION OF WELFARE AND PASTORAL SERVICES:

**CAREERS GUIDANCE;** 

PROVISION OF CRECHE FACILITIES;

ADMINISTRATION AND PROVISION OF COMPUTING FACILITIES. FIRST DESTINATION SURVEY DATA COLLECTION AND ANALYSIS

# Data subjects are:

Staff including volunteers, agents, temporary and casual workers

Customers and clients

Suppliers

Complainants, correspondents and enquirers

Relatives, guardians and associates of the data subject

Advisers, consultants and other professional experts

Students and pupils

Business or other contacts

Landlords

**Tenants** 

**HEALTH PROFESSIONALS:** 

WELFARE AND PASTORAL PROFESSIONALS AND ADVISORS;

AUTHORS, CONSULTANTS, OTHER PROFESSIONAL EXPERTS;

SUBJECTS OF RESEARCH;

FINANCIAL SPONSORS.

#### Data classes are:

Personal Details

Family, Lifestyle and Social Circumstances

**Education and Training Details** 

**Employment Details** 

**Financial Details** 

Goods or Services Provided

Racial or Ethnic Origin

Religious or Other Beliefs Of A Similar Nature

Trade Union Membership

Physical or Mental Health or Condition

Sexual Life

FACILITY ACCESS DATA.

### Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

STUDENT LOANS COMPANY LTD;

PRISON SERVICE:

PROBATION SERVICE:

STUDENT UNION;

PUBLIC UTILITIES.

D STUDENT AWARDS AGENCY FOR SCOTLAND (SAAS)

D RELATIVES AND GUARDIANS.

D ASSOCIATES OF THE DATA SUBJECT.

D OFFICE OF THE INDEPENDENT ADJUDICATOR

D SCOTTISH PUBLIC SERVICES

D SCOTTISH PUBLIC SERVICES OMBUDSMAN

D PROFESSIONAL BODIES

D KAPLAN INTERNATIONAL COLLEGE

D DISCLOSURE SCOTLAND

D GLASGOW INTERNATIONAL COLLEGE

D WORKWITHUS.ORG

D CAMPAIGN HELPER

**D JANET-TXT** 

D SACTUARY MANAGEMENT SERVICES

D NGEE ANN POLYTECHNIC

D SINGAPORE INSTITUTE OF TECHNOLOGY

#### Data subjects themselves

Current, past or prospective employers of the data subject

Healthcare, social and welfare advisers or practitioners

Education, training establishments and examining bodies

Business associates and other professional advisers

Employees and agents of the data controller

Suppliers, providers of goods or services

Financial organisations and advisers

**Local Government** 

Religious organisations

The media

Data processors

Courts / Tribunals

Careers service

Trade unions and staff associations

Department of social security

Landlords

### **Transfers:**

Worldwide

# Purpose 6

Research

## **Purpose Description:**

Research in any field, including market, health, lifestyle, scientific or technical research.

#### **Data Controllers further description of Purpose:**

ACADEMIC RESEARCH OR STATISTICAL ANALYSIS IN ALL FIELDS, INCLUDING SCIENTIFIC,
TECHNICAL, HEALTH, SOCIAL, ECONOMIC OR MARKET RESEARCH; IDENTIFICATION OF SUBJECTS FOR SURVEY OR ANALYSIS;
COLLECTION OR EXTRACTION OF DATA;
ANALYSIS, INTERPRETATION AND EVALUATION OF DATA;
OUTPUT/PRESENTATION OF RESULTS OR FINDINGS;
ADMINISTRATION OF RESEARCH FUNDING.
PARTICIPATION IN APPROVED RESEARCH SURVEYS INTO PRESENT AND PAST STUDENT
ATTITUDES, PROGRESS AND OTHER SOCIAL AND FINANCIAL CIRCUMSTANCES

#### Data subjects are:

Staff including volunteers, agents, temporary and casual workers Customers and clients
Suppliers
Complainants, correspondents and enquirers

Complainants, correspondents and enquirers
Relatives, guardians and associates of the data subject
Advisers, consultants and other professional experts
Patients
Students and pupils
Offenders and suspected offenders

SUBJECTS OF RESEARCH; FINANCIAL SPONSORS.

ASSESSMENT SUBMISSIONS

#### Data classes are:

Personal Details
Family, Lifestyle and Social Circumstances
Education and Training Details
Employment Details
Financial Details
Goods or Services Provided
Racial or Ethnic Origin
Political Opinions
Religious or Other Beliefs Of A Similar Nature
Trade Union Membership
Physical or Mental Health or Condition
Sexual Life
Offences (Including Alleged Offences)

#### Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

Criminal Proceedings, Outcomes And Sentences.

PROVIDERS OF PUBLICLY AVAILABLE INFORMATION; FINANCIAL SPONSORS; D LEGAL REPRESENTATIVES. D FUNDING ORGANISATIONS

- D NATIONAL STUDENT SURVEY AND DLHE GRADUATE DESTINATIONS
- D LONGITDINAL SURVEY
- D SCOTTISH HIGHER EDUCATION FUNDING COUNCIL
- D SCOTTISH FUNDING COUNCIL
- D HIGHER EDUCATION FUNDING COUNCIL FOR ENGLAND
- D HIGHER EDUCATION FUNDING COUNCIL FOR WALES
- D DEPARTMENT FOR EMPLOYMENT AND LEARNING, NORTHERN IRELAND
- D MR (UK)
- D NATIONAL HEALTH SERVICE BIOMEDICINE GREATER GLASGOW AND CLYDE HEALTH BOARD
- D TRIAL SPONSORS AND THEIR DELEGATED AGENTS
- D MEDICINES AND HEALTHCARE PRODUCTS AND REGULATORY AGENCY (MHRA)
- D THE LLOYDS REGISTER EDUCATIONAL TRUST
- D SYMPLECTIC LTD
- D NHS NSS INFORMATION SERVICES DIVISION (ISD)
- D NHS BOARDS IN SCOTLAND
- **D IPSOS MORIR**
- D NHS ENGLAND

Data subjects themselves

Relatives, guardians or other persons associated with the data subject

Healthcare, social and welfare advisers or practitioners

Education, training establishments and examining bodies

Business associates and other professional advisers

Employees and agents of the data controller

Suppliers, providers of goods or services

Persons making an enquiry or complaint

Financial organisations and advisers

Survey and research organisations

Trade, employer associations and professional bodies

Police forces

Local Government

Central Government

Voluntary and charitable organisations

Religious organisations

Ombudsmen and regulatory authorities

Customers and clients of the data controller for goods and services

#### Transfers:

Worldwide

# Purpose 7

Other Commercial Services

#### **Data Controllers further description of Purpose:**

THE PROVISION OF CONSULTANCY AND ADVISORY SERVICES;

PROVISION OF CONFERENCE FACILITIES (E.G. LECTURE HALLS, ACCOMMODATION, CATERING ETC.);
OTHER CHARGEABLE SERVICES (EXCLUDING TUITION FEES).

### Data subjects are:

Staff including volunteers, agents, temporary and casual workers Customers and clients
Suppliers
Complainants, correspondents and enquirers
Relatives, guardians and associates of the data subject
Advisers, consultants and other professional experts
Students and pupils

#### Data classes are:

Personal Details
Family, Lifestyle and Social Circumstances
Employment Details
Financial Details
Goods or Services Provided
Physical or Mental Health or Condition

## Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

D WORKWITHUS.ORG D CAMPAIGN HELPER

Data subjects themselves
Suppliers, providers of goods or services
Persons making an enquiry or complaint
Financial organisations and advisers
Debt collection and tracing agencies
The media
Courts / Tribunals
Customers and clients of the data controller for goods and services

#### **Transfers:**

Worldwide

# **Purpose 8**

Journalism and Media

#### **Purpose Description:**

Publication by any data controller in relation to journalism, artistic or literary purposes made or intended to be made available to the public or any section of the public.

# **Data Controllers further description of Purpose:**

PUBLICATION OF THE UNIVERSITY MAGAZINE

### Data subjects are:

Staff including volunteers, agents, temporary and casual workers Students and pupils

#### Data classes are:

Personal Details

PHOTOGRAPHIC IMAGES; TEXT OF MAGAZINE ARTICLES.

# Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

STUDENTS AND PUPILS

Data subjects themselves Central Government The media

#### **Transfers:**

None outside the European Economic Area

# Purpose 9

Crime Prevention and Prosecution of Offenders

# **Purpose Description:**

Crime prevention and detection and the apprehension and prosecution of offenders.

#### **Data Controllers further description of Purpose:**

INCLUDES USE OF CCTV (THE USE OF CLOSED-CIRCUIT TELEVISION FOR THE

MONITORING AND COLLECTION OF SOUND AND/OR VISUAL IMAGES FOR THE PURPOSE OF

MAINTAINING THE SECURITY OF PREMISES, FOR PREVENTING CRIME AND FOR

**INVESTIGATING CRIME)**;

THIS PURPOSE ALSO INCLUDES THE USE OF IDENTITY AND FACILITIES ACCESS CONTROL

CARDS FOR THE MONITORING AND COLLECTION OF FACILITY ACCESS RECORDS.

### Data subjects are:

Staff including volunteers, agents, temporary and casual workers

Customers and clients

**Suppliers** 

Offenders and suspected offenders

MEMBERS OF THE PUBLIC;

THOSE INSIDE, ENTERING OR IN THE IMMEDIATE VICINITY OF THE AREA

**UNDER** 

SURVEILLANCE;

THOSE INSIDE, ENTERING OR LEAVING THE FACILITY CONTROLLED BY

THE FACILITY ACCESS

CONTROL SYSTEM:

PAST AND PRESENT STUDENTS AND PUPILS;

THIRD PARTIES PARTICIPATING IN COURSE WORK.

#### Data classes are:

Personal Details

Goods or Services Provided

Offences (Including Alleged Offences)

Criminal Proceedings, Outcomes And Sentences.

SOUND AND/OR VISUAL IMAGES;

PERSONAL APPEARANCE AND BEHAVIOUR;

FACILITY ACCESS LOGS.

## Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

SECURITY ORGANISATIONS

D DISCLOSURE SCOTLAND

D GLASGOW INTERNATIONAL COLLEGE

Data subjects themselves

Business associates and other professional advisers

Employees and agents of the data controller

Suppliers, providers of goods or services

Persons making an enquiry or complaint

Police forces

Central Government

#### Transfers:

None outside the European Economic Area

# Purpose 10

Method 2

#### **Data Controllers further description of Purpose:**

**ALUMNI RELATIONS:** 

THE PROMOTION OF THE RELATIONSHIP BETWEEN THE UNIVERSITY AND IT'S ALUMNI:

UNIVERSITY-RELATED FUNDRAISING INITIATIVES INVOLVING ALUMNI; ADVERTISING AND PROMOTION OF ALUMNI EVENTS AND REUNIONS; DISTRIBUTION OF UNIVERSITY MAILINGS (E.G. ALUMNI MAGAZINES, NEWSLETTERS.

ANNUAL REPORTS) AND MESSAGE FORWARDING (WITHOUT DISCLOSURE OF DATA);

THE PROMOTION OF BENEFITS AND SERVICES AVAILABLE TO ALUMNI FROM THIRD PARTIES:

ELICITING NON-FINANCIAL SUPPORT (E.G. CAREERS ADVICE TO STUDENTS, HELP WITH STUDENT RECRUITMENT).

## Data subjects are:

Staff including volunteers, agents, temporary and casual workers Suppliers
Relatives, guardians and associates of the data subject
Students and pupils
Donors and lenders

ASSOCIATES, FRIENDS OF THE UNIVERSITY; CUSTOMERS, CLIENTS OF THE UNIVERSITY.

#### Data classes are:

Personal Details
Family, Lifestyle and Social Circumstances
Education and Training Details
Employment Details
Financial Details
Goods or Services Provided
Racial or Ethnic Origin

STUDENT RECORD.

# Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

UNIVERSITY AFFILIATED/ASSOCIATED GROUPS; RECIPIENTS OF UNIVERSITY SERVICES; STUDENT UNION. D WORKWITHUS.ORG D CAMPAIGN HELPER

Data subjects themselves

Relatives, guardians or other persons associated with the data subject Employees and agents of the data controller Suppliers, providers of goods or services Financial organisations and advisers

#### Transfers:

Worldwide

# Purpose 11

Method 2

## **Data Controllers further description of Purpose:**

RECORDS SELECTED FOR PERMANENTS PRESERVATION AS ARCHIVES, WITH VIEW TO THEIR USE IN HISTORICAL OR OTHER RESEARCH. THIS PURPOSE INCLUDES THE ADMINISTRATION, MAINTENANCE, ACQUISITION AND USE OF ARCHIVAL MATERIAL.

### Data subjects are:

Staff including volunteers, agents, temporary and casual workers Members or supporters Relatives, guardians and associates of the data subject Students and pupils

**RECORD CREATORS:** 

FRIENDS, COLLEAGUES AND OTHER CONTACTS OF THE RECORD CREATORS.

FINANCIAL SPONSORS;

LENDERS, DONORS, DEPOSITORS AND VENDORS OF ARCHIVAL AND MUSEUM MATERIAL:

INFORMANTS (PROVIDING ORAL HISTORY RECORDINGS FOR ARCHIVAL AND RESEARCH

PURPOSES);

PREVIOUS OWNERS (OF MUSEUM OBJECTS);

PERSONS WITH AN ASSOCIATION WITH A MUSEUM OBJECT:

AUTHORS AND CORRESPONDENTS (OF ARCHIVAL MATERIAL(;

#### Data classes are:

Personal Details
Family, Lifestyle and Social Circumstances
Education and Training Details
Employment Details
Financial Details
Racial or Ethnic Origin
Political Opinions

Religious or Other Beliefs Of A Similar Nature

Trade Union Membership

Physical or Mental Health or Condition

Sexual Life

Offences (Including Alleged Offences)

Criminal Proceedings, Outcomes And Sentences.

#### Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):

Data subjects themselves
Relatives, guardians or other persons associated with the data subject
Education, training establishments and examining bodies
Employees and agents of the data controller
Persons making an enquiry or complaint
Survey and research organisations
Voluntary and charitable organisations
The media

#### **Transfers:**

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