

Personal Data Particulars

DEFFORM 532

Edn 05/18

This Form forms part of the Contract and must be completed and attached to each Contract containing DEFCON 532B.

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| Data Controller | <p>The Data Controller is the Secretary of State for Defence (the Authority).</p> <p>The Personal Data will be provided by: SACC DT, Yew 3B #1345, MOD Abbey Wood, Bristol. BS34 8JH</p> |
| Data Processor | <p>The Data Processor is the Contractor.</p> <p>The Personal Data will be processed at: Ultra Electronics, [REDACTED]</p> |
| Data Subjects | <p>The Personal Data to be processed under the Contract concern the following Data Subjects or categories of Data Subjects: <i>[please specify]</i></p> <p>MOD Employees – Military and Civilian.</p> |
| Categories of Data | <p>The Personal Data to be processed under the Contract concern the following categories of data: <i>[please specify]</i></p> <p>Name, e-mail address, telephone number, address etc.</p> |
| Special Categories of data (if appropriate) | <p>The Personal Data to be processed under the Contract concern the following Special Categories of data: <i>[please specify]</i></p> <p>Not applicable</p> |
| Subject matter of the processing | <p>The processing activities to be performed under the contract are as follows: <i>[please specify]</i></p> <p>Management and administration of training events.</p> |
| Nature and the purposes of the Processing | <p>The Personal Data to be processed under the Contract will be processed as follows: <i>[please specify]</i></p> <p>Where the contractor is running training events for the MOD it may need to collect and temporarily hold personal data on the course participants.</p> |
| Technical and organisational measures | <p>The following technical and organisational measures to safeguard the Personal Data are required for the performance of this Contract: <i>[please specify]</i></p> <p>All data must be held securely and securely disposed of once the training event is complete.</p> |

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| <p>Instructions for disposal of Personal Data</p> | <p>The disposal instructions for the Personal Data to be processed under the Contract are as follows (where Disposal Instructions are available at the commencement of Contract): <i>[please specify]</i></p> <p>The data should only be retained for a short period after the training course. The information should then be securely deleted / disposed of.</p> |
| <p>Date from which Personal Data is to be processed</p> | <p>Where the date from which the Personal Data will be processed is different from the Contract commencement date this should be specified here: <i>[please specify]</i></p> <p>From the date when it is provided for training course administration purposes.</p> |

The capitalised terms used in this form shall have the same meanings as in the General Data Protection Regulations.