Schedule 17
General Data Protection Regulations

MINISTRY OF DEFENCE

AIR SUPPORT TO DEFENCE OPERATIONAL TRAINING (ASDOT)

CONTRACT NO. UKMFTS/2017/03

This is Schedule 17 (General Data Protection Regulations) referred to in the ASDOT Contract between the Secretary of State for Defence and [*Insert name of Contractor*].

Data Controller	The Data Controller is the Secretary of State for Defence (the Authority). The Personal Data will be provided by: UKMFTS PT, MoD Abbey Wood, #7001, BS34 8JH
Data Processor	The Data Processor is the Contractor. The Personal Data will be processed at: *[insert location(s), address and contact details]*
Data Subjects	The Personal Data to be processed under the Contract concern the following Data Subjects or categories of Data Subjects: Contractor staff
Categories of Data	The Personal Data to be processed under the Contract concern the following categories of data: Names, qualifications and experience
Special Categories of data (if appropriate)	The Personal Data to be processed under the Contract concern the following Special Categories of data: Not Applicable
Subject matter of the processing	The processing activities to be performed under the Contract are as follows: Contractor production and maintenance of lists of personnel employed on the Contract, their skills and experience
Nature and the purposes of the Processing	The Personal Data to be processed under the Contract will be processed as follows: The Contractor shall collect and maintain a list of employees, their qualifications and experience which shall be reported to the Authority at Quarterly Progress Meetings
Technical and organisational measures	The following technical and organisational measures to safeguard the Personal Data are required for the performance of this Contract: Compliance with General Data Protection Regulations (GDPR) and the Data Protection Act (DPA) 2018.

Instructions for disposal of Personal Data	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):
	The data will be retained as per the statutory retention period of three years from the date of provision. In exceptional cases this will be extended as per the relevant extension categories as defined by the General Data Protection Regulations (GDPR) and the Data Protection Act (DPA) 2018.
Date from which Personal Data is to be processed	Where the date from which the Personal Data will be processed is different from the Contract commencement date this should be specified here:
	Invite to submit final bid stage of Invite To Negotiate (ITN) process.

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