

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.

Data Controller	<p>The Data Controller is the Secretary of State for Defence (the Authority).</p> <p>The Personal Data will be provided by:</p> <p><i>Artillery Systems PT, Cedar 2C, #3260, Abbey Wood, Bristol, BS34 8JH.</i></p>
Data Processor	<p>The Data Processor is the Contractor.</p> <p>The Personal Data will be processed at:</p> <p><i>Leonardo MW Ltd, Crewe Toll, 2 Crewe Toll North, Edinburgh, EH5 2XS.</i></p>
Data Subjects	<p>The Personal Data to be processed under the Contract concern the following Data Subjects or categories of Data Subjects:</p> <p><i>Information on members of Authority Staff.</i></p>
Categories of Data	<p>The Personal Data to be processed under the Contract concern the following categories of data:</p> <p><i>Name, Date of Birth, Level of Clearance.</i></p>
Special Categories of data (if appropriate)	<p>The Personal Data to be processed under the Contract concern the following Special Categories of data:</p> <p><i>None.</i></p>
Subject matter of the processing	<p>The processing activities to be performed under the contract are as follows:</p> <p><i>For booking in visitors to the site.</i></p>
Nature and the purposes of the Processing	<p>The Personal Data to be processed under the Contract will be processed as follows:</p> <p><i>In accordance with Leonardo MW Ltd's privacy notice:</i> https://www.uk.leonardocompany.com/documents/1458024/81642004/body_Leonardo_MW_Ltd_Data_Privacy_Notice_2018.pdf</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:</p> <p><i>In accordance with Leonardo MW Ltd's privacy notice:</i> https://www.uk.leonardocompany.com/documents/1458024/81642004/body_Leonardo_MW_Ltd_Data_Privacy_Notice_2018.pdf</p>
Instructions for disposal of Personal Data	<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):</p> <p><i>Personal data shall be retained for the duration of the contract whilst individuals are acting as Contract Manager. If any of the Authority's points of contact are changed (as per DEFFORM 111, Appendix 1 to Schedule 3) then the previous individual's personal data should be removed from the Contractor's system and the Authority notified. At</i></p>

	<i>close of contract, all personal data should be disposed of.</i>
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: N/A.

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