



National Highways Limited Pavement Delivery Framework

NEC 4 Framework Contract (June 2017)

Framework Information Appendix 14 – Data Protection

CONTENTS AMENDMENT SHEET

Amend. No.	Revision No.	Amendments	Initials	Date
0	0	Tender Issue	MC	15/03/2022

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1 DATA PROTECTION (SCHEDULE A)

1.1 Schedule A – Processing, Personal Data and Data Subjects

This Schedule shall be completed by the *Client*, who may take account of the view of the *Supplier*, however the final decision as to the content of this Schedule shall be with the *Client* at its absolute discretion

1. The contact details of the *Client's* Data Protection Officer are Graham Woodhouse (dataprotectionadvice@highwaysengland.co.uk).
2. The contact details of the *Supplier* Data Protection Officer or nominated lead are per Contract Data part 2.
3. The *Supplier* complies with any further written instructions with respect to processing by the *Client*.

Any such further instructions are to be incorporated into this table.

Column A Description	Column B Details
Identity of the <i>Client</i> and <i>Supplier</i>	The Parties acknowledge that for the purposes of the Data Protection Legislation, the <i>Client</i> is the Data Controller and the <i>Supplier</i> is the Processor in accordance with Framework Information paragraph 9.59.1, unless otherwise stated.
Subject matter of the processing	The processing is needed in order to ensure that the <i>Supplier</i> can effectively perform and discharge their obligations in relation to the framework contract and any Work Order.
Duration of the processing	The term of the framework contract and any Work Orders.
Nature and purposes of the processing	<p>The nature of the processing means any operation such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction of data (whether or not by automated means) etc.</p> <p>The purpose of the processing might include: employment processing, relevant statutory obligations, assessment, verification, contract compliance, monitoring or reporting.</p>
Type of Personal Data	<p>Name</p> <p>company address</p> <p>work telephone number</p> <p>work email address</p>
Categories of Data Subject	Staff (including volunteers, agents, and temporary workers), other suppliers or third parties such as insurers
Plan for return and destruction of the data once the processing is	Personal Data to be deleted once the data is no longer required, once the Scheme is fully complete, including any unresolved matters, or the framework contract concludes.

complete <u>unless</u> there is a requirement under union or member state law to preserve that type of data.	
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