

Annex N – DEFFORM 532 Personal Data Particulars

Personal Data Particulars

DEFFORM 532
Edn 10/19

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: Army Personnel</p>
Data Processor	<p>The Data Processor is the Contractor.</p> <p>The Personal Data will be processed at: [redacted in full on commercial sensitivity grounds]</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>Military Personnel Names, Ranks and Units</p>
Categories of Data	<p>The Personal Data to be processed under the Contract concern the following categories of data:</p> <p>N/A</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>N/A</p>
Subject matter of the processing	<p>The processing activities to be performed under the contract are as follows:</p> <p>Military Personnel Names, Ranks and Units</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>Prior to training, Military personnel shall get their names and ranks taken on a spreadsheet by ranked military personnel. This keeps track of soldier's training and development. After training, the data collected shall be stored and disposed in compliance with the Data Protection Act.</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>[redacted on commercial sensitivity grounds]</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>Data shall be held as part of the soldier's training record. It shall be kept only as long as is required by law and disposed of in accordance with MOD destruction policy.</p>
Date from which Personal Data is to be processed	<p>Where the date from which the Personal Data will be processed is different from the Contract commencement date this should be specified here:</p> <p>Contract Start Date</p>

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