

Data Controller Details			
Name and contact details		Data Protection Officer (if applicable)	
<b>Name</b>	Aston University	<b>Name</b>	Victoria Mee, General Counsel
<b>Address</b>	Aston Triangle, Birmingham B4 7ET	<b>Address</b>	Aston Triangle, Birmingham B4 7ET
<b>Email</b>	<a href="mailto:dp_officer@aston.ac.uk">dp_officer@aston.ac.uk</a>	<b>Email</b>	<a href="mailto:dp_officer@aston.ac.uk">dp_officer@aston.ac.uk</a>
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**Article 30 Record of Processing Activity**

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
<b>Clinics</b>								
<b>Clinic Patients (Adults)</b>								
To register the data subject as a patient at one of the University's clinics and to manage their ongoing treatment	name address date of birth payment information health data  If provided by patient: disability status sexual orientation gender reassignment ethnicity religion	Shared internally within the University.	Legitimate interest (GDPR Article 6(1)(f))	GDPR Article 9(2)(e)	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Streaming and Recording of Appointments	Recording/streaming of a healthcare appointment	Shared with students on regulated healthcare courses.	Educational purposes only/ability to withdraw consent at any time (GDPR Article 6(1)(a))					
Patient Satisfaction Questionnaire	Details about the patient's experience when receiving assistance, care and/or treatment at the University clinic	Shared internally within the University.	Legitimate interest (GDPR Article 6(1)(f))					

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <a href="https://www2.aston.ac.uk/about/security/cctv">https://www2.aston.ac.uk/about/security/cctv</a>	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Emergencies	Personal data will be processed which includes names, contact details, beneficiary and contact information. Special categories of data are also processed	Shared internally within the University and the emergency services in the event of an accident, illness or concerns regarding data subject's wellbeing. This will also be shared with the nominated emergency contact.	Vital interests (GDPR Article 6(1)(d))					
Public and Administrative Functions	Personal data including name, address, date of birth, payment information and also special category data	Shared internally within the University and the law enforcement agencies.	Public task/interest (GDPR Article 6(1)(e))					
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
To invite the data subject to participate in the University's research and training activities	Name Address Email address Telephone number Details of previous activities that the	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	data subject has participated in							
To keep the data subject informed about the University's services	Name Address Email address Details of previous activities that the data subject has participated in	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
<b>Clinic Patients (Children)</b>								
To register a child as a patient at one of the University's clinics and to manage their ongoing treatment	name address date of birth payment information health data provided by child's parent/guardian: disability status ethnicity religion	Shared internally within the University.	Legitimate interest (GDPR Article 6(1)(f))	GDPR Article 9(2)(e)	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <a href="https://www2.aston.ac.uk/about/security/cctv">https://www2.aston.ac.uk/about/security/cctv</a>	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Invitations to participate in the University's research and training (Child)	Name Address Email address Telephone number Details of previous activities that the (Child) data subject has participated in	Shared internally within the University.	Consent (GDPR Article 6(1)(a))					
<b>Law Clinic (Clients)</b>								

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
To register the data subject as a pro bono volunteer at the University's law clinic	name address date of birth payment information health data  If provided by volunteer: disability status	Shared internally within the University.	Legitimate interest (GDPR Article 6(1)(f))	GDPR Article 9(2)(e)	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
The University works with third parties to assist and support the students in the handling of data subject's matter	The third parties may process Special Category Data in the event that this relates to your matter	External law firms	Legitimate interest (GDPR Article 6(1)(f))					
To keep the data subject informed about the University's services	Name Address Email address Details of previous activities that the data subject has participated in	Shared internally within the University.	Consent (GDPR Article 6(1)(a))					
Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <a href="https://www2.aston.ac.uk/about/security/cctv">https://www2.aston.ac.uk/about/security/cctv</a>	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Emergencies	Personal data will be processed which includes names, contact details, beneficiary and contact information. Special categories of	Shared internally within the University and the emergency services in the event of an accident, illness or concerns regarding data subject's wellbeing. This will	Vital interests (GDPR Article 6(1)(d))					

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	data are also processed	also be shared with the nominated emergency contact.						
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
<b>Law Clinic (Volunteers)</b>								
To register the data subject as a pro bono volunteer at the University's law clinic	name address date of birth payment information health data  If provided by volunteer: disability status	Shared internally within the University.	Legitimate interest (GDPR Article 6(1)(f))	GDPR Article 9(2)(e)	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
To keep the data subject informed about the University's services	Name Address Email address Details of previous activities that the data subject has participated in	Shared internally within the University.	Consent (GDPR Article 6(1)(a))					
Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <a href="https://www2.aston.ac.uk/about/security/cctv">https://www2.aston.ac.uk/about/security/cctv</a>	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Emergencies	Personal data will be processed which includes names,	Shared internally within the University and the emergency	Vital interests (GDPR Article 6(1)(d))					

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	contact details, beneficiary and contact information. Special categories of data are also processed	services in the event of an accident, illness or concerns regarding data subject's wellbeing. This will also be shared with the nominated emergency contact.						
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
<b>People</b>								
<b>Application (Job Applicants)</b>								
Applications to work at the University	Personal data will be processed which includes names, addresses, contact details, identification numbers and qualifications. Sensitive categories of data are processed which include religion, ethnicity and disability information.	This is shared internally for the purposes of considering applications.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Sensitive categories of data are processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f) and for reasons of substantial public interests under GDPR Article 9(2)(j).	Disclosure and Barring Service ("DBS") checks will be conducted as part of the application on the grounds of carrying out of a public task. This is processed to ensure that there are appropriate safeguards in place to protect the rights and freedoms of individuals at the University.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
External Assessors	Personal data will be processed which includes names, addresses, contact	This will be shared with external assessors who will review the	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	details, identification numbers and qualifications.	application and provide feedback to the University as to whether an individual is suitable for a role.						
UK Visas and Immigration	Personal data will be processed which will include names, contact details and addresses. Sensitive categories of data will also be processed which will include ethnicity and religion.	This will be shared with UKVI when reports are sent by the University.	Personal data is processed by the University under its obligation to perform a public task (GDPR Article 6(1)(e)).	Sensitive categories of data are processed under the University's obligation to perform a public task (GDPR Article 6(1)(e)) and for reasons of substantial public interests under GDPR Article 9(2)(j).	This is conducted as part of the reporting requirements for UKVI.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
<b>Employees</b>								
Administration of Employment	Personal data which includes name, address, contact details. It also includes beneficiary and contact information, bank account details and payroll related information, government identification numbers (including national insurance numbers or driving licence numbers), employment records such as professional memberships,	This information is shared internally within the University to ensure effective administration of employment.	The University processes personal data of employees under Article 6(1)(b) for the purposes of it fulfilling its obligations of the employment contract with the employee.	The University processes special categories of personal data under Article 6(1)(b) for the purposes of fulfilling its obligations under the employment contract with the employee and in accordance with Article 9(2)(b) so it is able to carry out its obligations in accordance with	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	references and work history. Special categories of data are also processed which includes disability information.			employment legislation.				
Compliance with Applicable Laws	Personal data which includes names, payroll information and government identification numbers.	Government bodies such as HMRC, National Fraud Authority and the National Counter Terrorism Security Office.	The University processes personal data of employees under Article 6(1)(c) for the purposes of the University fulfilling its legal obligations.	The University processes sensitive categories of data in order for it to fulfil its legal obligations under Article 6(1)(c) and complying with laws which are in the public interest (GDPR Article 9(2)(g)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Digital/IT Usage	Personal data will be processed which will include names and contact details.	This is shared internally in accordance with the University's Information Security Policy.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable. Special categories of data are not processed for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Third Party Agreements	Personal data is processed such as name, contact details, bank account details and beneficiary and contact information.	This is shared with third party benefit providers and government organisations to ensure that DBS checks are conducted.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable. Special categories of data are not processed for this purpose.	This is processed to ensure that there are appropriate safeguards in place to protect the rights and freedoms of individuals at the University. This is used for DBS checks, which are	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.



Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
					carried out on the grounds of carrying out of a public task.			
Security	Personal data is processed which includes names, contact details and images generated from CCTV.	This is shared internally in accordance with the University's Security Policy and where necessary, police and government agencies.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable. Special categories of data are not processed for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Emergencies	Personal data will be processed which includes names, contact details, beneficiary and contact information. Special categories of data are also processed which will include disability information	This will be shared with emergency services.	The University processes personal data on the grounds of it fulfilling its legal obligations under GDPR Article 6(1)(c).	The University processed sensitive categories of data on the grounds of its legal obligations (GDPR Article 6(1)(c)) and in compliance with laws which are in the public interest (GDPR Article 9(2)(g)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
Report & Support	Personal data including contact details and/or special category data which includes the nature of a	Shared internally within the University and/or third party provider, CultureShift.	Legitimate interest (GDPR Article 6(1)(f)) and/or Consent (GDPR Article 6(1)(a))					

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	complaint, however there is also the ability to report anonymously							
<i>Volunteers</i>								
To register the data subject as a volunteer at University events	name address date of birth payment information health data  If provided by volunteer: disability status	Shared internally within the University.	Legitimate interest (GDPR Article 6(1)(f))	GDPR Article 9(2)(e)	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
To keep the data subject informed about University events and activities	Name Address Email address Details of previous activities that the data subject has participated in	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <a href="https://www2.aston.ac.uk/about/security/cctv">https://www2.aston.ac.uk/about/security/cctv</a>	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Compliance with Applicable Laws	DBS check (if required for the volunteering position)	Shared internally	legal obligations (GDPR Article 6(1)(c))	complying with laws which are in the public interest (GDPR Article 9(2)(g))	Carried out on grounds of carrying out of a public task	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Compliance with NHS Test and Trace	Personal data including name,	Shared with Public Health England (or any successor body)	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	address, date of birth, health data and special category data	and other public bodies.						
Emergencies	Personal data will be processed which includes names, contact details, beneficiary and contact information. Special categories of data are also processed which will include disability information	This will be shared with emergency services.	The University processes personal data on the grounds of it fulfilling its legal obligations under GDPR Article 6(1)(c).	The University processed sensitive categories of data on the grounds of its legal obligations (GDPR Article 6(1)(c)) and in compliance with laws which are in the public interest (GDPR Article 9(2)(g)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Report & Support	Personal data including contact details and/or special category data which includes the nature of a complaint, however there is also the ability to report anonymously	Shared internally within the University and/or third party provider, CultureShift.	Legitimate interest (GDPR Article 6(1)(f)) and/or Consent (GDPR Article 6(1)(a))					
<b>Workers</b>								
Administration of Employment	Personal data which includes name, address, contact details. It also includes beneficiary and contact information, bank account details and payroll related	This information is shared internally within the University to ensure effective administration of employment.	The University processes personal data of employees under Article 6(1)(b) for the purposes of it fulfilling its obligations of the employment contract with the employee.	The University processes special categories of personal data under Article 6(1)(b) for the purposes of fulfilling its obligations under	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	information, government identification numbers (including national insurance numbers or driving licence numbers), employment records such as professional memberships, references and work history. Special categories of data are also processed which includes disability information.			the employment contract with the employee and in accordance with Article 9(2)(b) so it is able to carry out its obligations in accordance with employment legislation.				
Compliance with Applicable Laws	Personal data which includes names, payroll information and government identification numbers.	Government bodies such as HMRC, National Fraud Authority and the National Counter Terrorism Security Office.	The University processes personal data of employees under Article 6(1)(c) for the purposes of the University fulfilling its legal obligations.	The University processes sensitive categories of data in order for it to fulfil its legal obligations under Article 6(1)(c) and complying with laws which are in the public interest (GDPR Article 9(2)(g)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
IT Usage	Personal data will be processed which will include names and contact details.	This is shared internally in accordance with the University's Information Security Policy.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable. Special categories of data are not processed for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
Third Party Agreements	Personal data is processed such as name, contact details, bank account details and beneficiary and contact information.	This is shared with third party benefit providers and government organisations to ensure that DBS checks are conducted.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable. Special categories of data are not processed for this purpose.	This is processed to ensure that there are appropriate safeguards in place to protect the rights and freedoms of individuals at the University. This is used for DBS checks, which are carried out on the grounds of carrying out a public task.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Security	Personal data is processed which includes names, contact details and images generated from CCTV.	This is shared internally in accordance with the University's Security Policy and where necessary, police and government agencies where required by law.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable. Special categories of data are not processed for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Emergencies	Personal data will be processed which includes names, contact details, beneficiary and contact information. Special categories of data are also processed which will include disability information	This will be shared with emergency services.	The University processes personal data on the grounds of it fulfilling its legal obligations under GDPR Article 6(1)(c).	The University processed sensitive categories of data on the grounds of its legal obligations (GDPR Article 6(1)(c)) and in compliance with laws which are in the public interest (GDPR Article 9(2)(g)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

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Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
Report & Support	Personal data including contact details and/or special category data which includes the nature of a complaint, however there is also the ability to report anonymously	Shared internally within the University and/or third party provider, CultureShift.	Legitimate interest (GDPR Article 6(1)(f)) and/or Consent (GDPR Article 6(1)(a))					
<b>Publicity</b>								
<b>Conferences and Events</b>								
Event Booking and Management	Personal data will be processed which includes names, contact details, bank account information (where applicable). Special categories of data are also processed which includes disability information.	This will be shared within the University for the purposes of delivering the event.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Special categories of data are processed relating to an individual's health or disability if they make the University aware of such requirements. This is processed under GDPR Article 9(2)(e) and is used to enable the University to provide appropriate	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
				services in connection with the booking.				
Marketing	Personal data will be processed which includes an individual's name and contact details.	Marketing is only shared with the individual from the University.	Personal data will only be processed on the basis of consent.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Specific Requirements	Personal data will be processed which includes names. Sensitive categories of data will also be processed which includes any disability information.	This is processed internally at the University and is done so to assist the data subject's experience at the University.	Not applicable for this purpose.	Sensitive categories of data are processed under GDPR Article 9(2)(e) in the event that the University is made aware of such requirements.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Security	Personal data is processed which includes names, contact details and images generated from CCTV.	This is shared internally in accordance with the University's Security Policy and where necessary, police and government agencies where required by law.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable. Special categories of data are not processed for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Applicable Laws	Personal data which includes names, payroll information and government	Government bodies such as National Fraud Authority and the National Counter	The University processes personal data of employees under Article 6(1)(c) for the purposes of the University fulfilling its legal obligations.	The University processes sensitive categories of data in order for	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	identification numbers.	Terrorism Security Office.		it to fulfil its legal obligations under Article 6(1)(c) and complying with laws which are in the public interest (GDPR Article 9(2)(g)).				
Emergencies	Personal data will be processed which includes names, contact details, beneficiary and contact information. Special categories of data are also processed which will include disability information	This will be shared with emergency services.	The University processes personal data on the grounds of it fulfilling its legal obligations under GDPR Article 6(1)(c).	The University processed sensitive categories of data on the grounds of its legal obligations (GDPR Article 6(1)(c)) and in compliance with laws which are in the public interest (GDPR Article 9(2)(g)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Public and Administrative Functions	Personal data including name, address, date of birth, payment information and also special category data	Shared internally within the University and the law enforcement agencies.	Public task/interest (GDPR Article 6(1)(e))					
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
<b>Media</b>								



Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
Photographs	Personal data will be processed which will include an individual's image and name.	This will be shared in the University's marketing campaigns, on its website and displays.	Personal data will only be processed on the basis of consent.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Videos	Personal data will be processed which will include an individual's image and name.	This will be shared in the University's marketing campaigns, on its website and on the University's YouTube account.	Personal data will only be processed on the basis of consent.	Not applicable for this purpose.	Not applicable for this purpose.	University may upload videos to its YouTube account which is based in the US.	YouTube and Google are ensuring that they are ensuring that the appropriate policies and securities are in place to ensure compliance with the GDPR. Both are certified under the EU US Privacy Shield.	Not applicable for this purpose.
Testimonials	Personal data will be processed which includes an individual's name.	This will be shared in the University's marketing campaigns, on its website and displays.	Personal data will only be processed on the basis of consent.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
<b>Research</b>								
<b>Research Participants (Medical)</b>								
To register the data subject as a participant in a medical research project	name address date of birth payment information health data  If provided by patient: disability status sexual orientation gender reassignment ethnicity	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	religion							
To manage the data subject's participation in a medical research project	name address date of birth payment information health data  If provided by patient: disability status sexual orientation gender reassignment ethnicity religion	Shared internally within the University.	Performance of a task carried out in the public interest (GDPR Article 6(1)(e)). The University's Charter ( <a href="https://www2.aston.ac.uk/EasySiteWeb/Charter-20151151.pdf">https://www2.aston.ac.uk/EasySiteWeb/Charter-20151151.pdf</a> ) confirms that the University's objects include the advancement of learning and knowledge by means of teaching and research.	Statistical or research purposes (GDPR Article 9(2)(j))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Statistical and research purposes	Information about the data subject, including health information, gathered during the course of the project.	Shared internally within the University.	Performance of a task carried out in the public interest (GDPR Article 6(1)(e)). The University's Charter ( <a href="https://www2.aston.ac.uk/EasySiteWeb/Charter-20151151.pdf">https://www2.aston.ac.uk/EasySiteWeb/Charter-20151151.pdf</a> ) confirms that the University's objects include the advancement of learning and knowledge by means of teaching and research.  In addition, the University follows UK Policy Framework for Health and Social Care Research ( <a href="https://www.hra.nhs.uk/planning-and-improving-research/policies-standards-legislation/uk-policy-framework-health-social-care-research/">https://www.hra.nhs.uk/planning-and-improving-research/policies-standards-legislation/uk-policy-framework-health-social-care-research/</a> ).	Statistical or research purposes (GDPR Article 9(2)(j))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
To invite the data subject to participate in future research projects	Name Address Email address Telephone number data subject's previous project participation and whether data	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	subject wishes to participate in future projects							
To keep the data subject updated on the University's research projects	Name Address Email address Details of previous activities that the data subject has participated in	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <a href="https://www2.aston.ac.uk/about/security/cctv">https://www2.aston.ac.uk/about/security/cctv</a>	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
<b>Research Participants (Non-Medical)</b>								
To register the data subject as a participant in a non-medical research project	name address date of birth payment information health data  If provided by patient: disability status sexual orientation gender reassignment ethnicity	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	religion							
To manage the data subject's participation in a non-medical research project	name address date of birth payment information health data  If provided by patient: disability status sexual orientation gender reassignment ethnicity religion	Shared internally within the University.	Performance of a task carried out in the public interest (GDPR Article 6(1)(e)). The University's Charter ( <a href="https://www2.aston.ac.uk/EasySiteWeb/Charter-20151151.pdf">https://www2.aston.ac.uk/EasySiteWeb/Charter-20151151.pdf</a> ) confirms that the University's objects include the advancement of learning and knowledge by means of teaching and research.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Statistical and research purposes	Information about the data subject, including health information, gathered during the course of the project.	Shared internally within the University.	Performance of a task carried out in the public interest (GDPR Article 6(1)(e)). The University's Charter ( <a href="https://www2.aston.ac.uk/EasySiteWeb/Charter-20151151.pdf">https://www2.aston.ac.uk/EasySiteWeb/Charter-20151151.pdf</a> ) confirms that the University's objects include the advancement of learning and knowledge by means of teaching and research.	Statistical or research purposes (GDPR Article 9(2)(j))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
To invite the data subject to participate in future non-medical research projects	Name Address Email address Telephone number data subject's previous project participation and whether data subject wishes to participate in future projects	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
To keep the data subject updated on the University's research projects	Name Address Email address	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	Details of previous activities that the data subject has participated in							
Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <a href="https://www2.aston.ac.uk/about/security/cctv">https://www2.aston.ac.uk/about/security/cctv</a>	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
<b>Sport and Nursery</b>								
<b>Nursery</b>								
To register the data subject as a customer of the Nursery and to manage their ongoing relationship with us	Information about the parent/guardian: <ul style="list-style-type: none"> <li>• name</li> <li>• address</li> <li>• name of person(s) with parental responsibility</li> <li>• name and contact details of emergency contacts</li> <li>• payment information</li> <li>• funding information</li> </ul> Information about the child:	The personal data of the parent/guardian and the child may be shared with other organisations and government departments for the purposes of fulfilling our safeguarding obligations.	legitimate interest (GDPR Article 6(1)(f))	GDPR Article 9(2)(e)	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	<ul style="list-style-type: none"> <li>• copy of birth certificate or passport</li> <li>• details of GP, health visitor and any other professional working with your child</li> <li>• medication records</li> <li>• accident reports</li> <li>• details of any safeguarding concerns that have been passed to us</li> <li>• photographs and videos of the child at the Nursery</li> <li>• details of the child's activities at the Nursery</li> </ul> <p>If provided by the parent/guardian:</p> <ul style="list-style-type: none"> <li>• gender reassignment</li> <li>• ethnicity</li> <li>• religion</li> </ul>							
To enable the Nursery to provide appropriate care to a child and to monitor their learning and development	<p>Information about the child:</p> <ul style="list-style-type: none"> <li>• copy of birth certificate or passport</li> <li>• details of GP, health visitor and any other</li> </ul>	The personal data of the parent/guardian and the child may be shared with other organisations and government departments for the purposes of fulfilling	performance of our contract with you (GDPR Article 6(1)(b))	compliance with our legal obligations (GDPR Article 6(1)(c))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	professional working with your child <ul style="list-style-type: none"> <li>• medication records</li> <li>• accident reports</li> <li>• details of any safeguarding concerns that have been passed to us</li> <li>• photographs and videos of the child at the Nursery</li> <li>• details of the child's activities at the Nursery</li> </ul>	our safeguarding obligations.						
Recording achievements and learning	Video and photographic images of the child	Shared internally	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <a href="https://www2.aston.ac.uk/about/security/cctv">https://www2.aston.ac.uk/about/security/cctv</a>	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
To keep the data subject informed about the University's services	Name Address Email address Details of previous activities that the data subject has participated in	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Emergencies	Personal data will be processed which	Shared internally within the University	Vital interests (GDPR Article 6(1)(d))					

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	includes names, contact details, beneficiary and contact information. Special categories of data are also processed	and the emergency services in the event of an accident or illness and or nominated emergency contacts.						
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
<b>Sport Aston (Adults)</b>								
To register the data subject as a customer at Sport Aston and to manage your membership	name address date of birth payment information health data  If provided by the customer: disability status ethnicity religion	Shared internally within the University.	Legitimate interest (GDPR Article 6(1)(f))	GDPR Article 9(2)(e)	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <a href="https://www2.aston.ac.uk/about/security/cctv">https://www2.aston.ac.uk/about/security/cctv</a>	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
To keep the data subject informed about the University's services	Name Address Email address Details of previous activities that the	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.



Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	data subject has participated in							
Emergencies	Personal data will be processed which includes names, contact details, beneficiary and contact information. Special categories of data are also processed	Shared internally within the University and the emergency services in the event of an accident or illness and or nominated emergency contacts.	Vital interests (GDPR Article 6(1)(d))					
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
<b>Student</b>								
<b>Pre-Applicant</b>								
Enquiries to study at the University	Personal data will be processed which will include names, addresses and contact details.	This will be shared internally within the University to enable it to assist with any enquiries such as requesting a prospectus or finding our more about University courses.	Personal data will be processed on the grounds of the University's legitimate interest (GDPR Article 6(1)(f)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Registration at Events	Personal data will be processed which includes names, addresses and contact details.	This is shared internally within the University to ensure that potential students have the requisite information	Personal data will be processed on the grounds of the University's legitimate interest (GDPR Article 6(1)(f)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
		on courses which may be of interest to them.						
Third Party Processing	Personal data will be processed which includes names and addresses.	This will be shared with third parties who will assist with any enquiries that potential students may have about the University.	Personal data will be processed on the grounds of the University's legitimate interest (GDPR Article 6(1)(f)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Participant Data	The University will process personal data which includes names, address, contact information and date of birth. It will also process sensitive categories of data which will include ethnicity, disability information and religion.	This will be shared internally to determine how well its outreach initiatives are operating.	Personal data is processed on the grounds of the University performing a public task under GDPR Article 6(1)(e).	Sensitive categories of data are processed on the grounds of the University performing a public task under GDPR Article 6(1)(e) and on the grounds of research and statistical purposes in the public interest (GDPR Article 9(2)(g)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Higher-Education Access Tracker ("HEAT")	The University will process personal data which includes names, address, contact information and date of birth. It will also process sensitive categories of data which will include ethnicity, disability	This is shared with the University of Kent who analyse data submitted by the University. It also uses government data as part of its tracker service.	Personal data is processed on the grounds of the University performing a public task under GDPR Article 6(1)(e).	Sensitive categories of data are processed on the grounds of the University performing a public task under GDPR Article 6(1)(e) and on the grounds of	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	information and religion.			research and statistical purposes in the public interest (GDPR Article 9(2)(g)).				
Marketing	Personal data will be processed which includes an individual's name and contact details.	Marketing is only shared with the individual from the University.	Personal data will only be processed on the basis of consent.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Surveys	Personal data will be processed which will include names, addresses and contact information.	This will be shared internally within the University so surveys are able to be sent to determine how the University can develop.	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Specific Requirements	Personal data will be processed which includes names. Sensitive categories of data will also be processed which includes any disability information.	This is processed internally at the University and is done so to assist the data subject's experience at the University.	Not applicable for this purpose.	Sensitive categories of data are processed under GDPR Article 9(2)(e) in the event that the University is made aware of such requirements.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <a href="https://www2.aston.ac.uk/about/security/cctv">https://www2.aston.ac.uk/about/security/cctv</a>	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
Emergencies	Personal data will be processed which includes names, contact details, beneficiary and contact information. Special categories of data are also processed	Shared internally within the University and the emergency services in the event of an accident, illness or concerns regarding data subject's wellbeing. This will also be shared with the nominated emergency contact.	Vital interests (GDPR Article 6(1)(d))					
Public and Administrative Functions	Personal data including name, address, date of birth, payment information and also special category data	Shared internally within the University and the law enforcement agencies.	Public task/interest (GDPR Article 6(1)(e))					
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
<b>Applicant</b>								
Applications to the University	Personal data will be processed which will include names, age, qualifications and addresses. Sensitive categories of data will also be processed including ethnicity, religion and disability.	This will be shared internally but also processed from third party sources which include UCAS, government department, the Student Loans Company and agents (where applicable).	Personal data will be processed on the grounds of the University's legitimate interest (GDPR Article 6(1)(f)).	Sensitive categories of data will be processed on the grounds of the University's legitimate interest (GDPR Article 6(1)(f)) and for statistical and research purposes in accordance with	The University will ensure that appropriate DBS Checks are conducted for specific courses which includes medical degrees. This is to ensure patient safety when students undertake work.	Some agents are based outside of the European Economic Area which includes China and the Middle East.	The University and its agents has the appropriate GDPR provisions in its contracts and where necessary, the standard model clauses to ensure the adequacy of protection of personal data.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
				GDPR Article 9(2)(j).				
Third Party Processing	Personal data will be processed which includes names, addresses and qualifications.	This will be shared with third parties who will assist with any enquiries that potential students may have about the University.	Personal data will be processed on the grounds of the University's legitimate interest (GDPR Article 6(1)(f)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Marketing	Personal data will be processed which includes an individual's name and contact details.	Marketing is only shared with the individual from the University.	Personal data will only be processed on the basis of consent.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Applicant Visit Days	Personal data will be processed which includes an individual's name and contact details.	Marketing is only shared with the individual from the University.	Personal data will only be processed on the basis of consent.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
International Advice	Personal data will be processed which includes names, addresses and contact details.	This will only be shared internally and with the individual making the enquiry.	Personal data will be processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
UK Visas and Immigration (UKVI) Exports/Imports	Personal data will be processed which will include names, contact details and addresses. Sensitive categories of data will also be processed which will include ethnicity and religion.	This will be shared with UKVI when reports are sent by the University.	Personal data is processed by the University under its obligation to perform a public task (GDPR Article 6(1)(e)).	Sensitive categories of data are processed under the University's obligation to perform a public task (GDPR Article 6(1)(e)) and for reasons of substantial public interests under GDPR Article 9(2)(j).	This is conducted as part of the reporting requirements for UKVI.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Financial Assistance and Enquiries	Personal data will be processed which will include names,	This will be shared internally within the	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	contact details and bank account information.	University to provide advice to applicants.						
Surveys	Personal data will be processed which will include names, addresses and contact information.	This will be shared internally within the University so surveys are able to be sent to determine how the University can develop.	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Specific Requirements	Personal data will be processed which includes names. Sensitive categories of data will also be processed which includes any disability information.	This is processed internally at the University and is done so to assist the data subject's experience at the University.	Not applicable for this purpose.	Sensitive categories of data are processed under GDPR Article 9(2)(e) in the event that the University is made aware of such requirements.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <a href="https://www2.aston.ac.uk/about/security/cctv">https://www2.aston.ac.uk/about/security/cctv</a>	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Emergencies	Personal data will be processed which includes names, contact details, beneficiary and contact information. Special categories of data are also processed	Shared internally within the University and the emergency services in the event of an accident, illness or concerns regarding data subject's wellbeing. This will also be shared with the nominated emergency contact.	Vital interests (GDPR Article 6(1)(d))					

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
Public and Administrative Functions	Personal data including name, address, date of birth, payment information and also special category data	Shared internally within the University and the law enforcement agencies.	Public task/interest (GDPR Article 6(1)(e))					
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
<b>Student</b>								
HESA Information	Personal data will be processed which includes names, gender, address and qualifications of students. It also includes sensitive categories of data includes ethnicity, religion and disability.	This will be shared with the Higher Education Statistics Agency to comply with its data collection notice.	Personal data is processed by the University under its obligation to perform a public task (GDPR Article 6(1)(e)).	Sensitive categories of data are processed under the University's obligation to perform a public task (GDPR Article 6(1)(e)) and for reasons of substantial public interests under GDPR Article 9(2)(j).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Enrolment at the University	Personal data will be processed which will include names, addresses, contact information, qualifications and photographs for identification purposes.	This will be shared internally within the University to understand the key aspects of information relating to students. The University has also engaged a third party	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
		to process the printing of identification cards.						
Specific Requirements	Personal data will be processed which includes names of students. Sensitive categories of data will also be processed which includes any disability or counselling information.	This is processed internally at the University and is done so in order to allow the University to assist with the students' experience.	Not applicable for this purpose.	Sensitive categories of data are processed under GDPR Article 9(2)(e) in the event that the University is made aware of such requirements.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Events	Personal data will be processed which includes names and contact details.	The University processes this information internally so it is able to advertise vacancies and opportunities to students.	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Student Record	Personal data will be processed which includes names, addresses, date of birth, contact details and qualifications.	This is processed internally within the University so it is able to frequently update the student record.	Personal data is processed on the grounds of the University performing its obligations under its contract with the student (GDPR Article 6(1)(b)). It is also necessary on the grounds of the University's legitimate interest under GDPR Article 6(1)(f) and under the University's obligation to perform a public task (GDPR Article 6(1)(e)).	Not applicable for this purpose.	DBS checks will be added to the student record in respect of any criminal convictions and are processed on the grounds of carrying out a public task.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Surveys	Personal data will be processed which will include names, addresses and contact information.	This will be shared internally within the University so surveys are able to be sent to determine how the	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.



Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
		University can develop.						
Third Party Agreements	Personal data will be processed including names, contact details and qualifications achieved at the University.	This is shared with third parties such as employers of apprentices studying at the University and organisations of the Higher Education Achievement Report.	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Placements	Personal data will be processed which will include names and contact details.	This will be shared with placement organisations to ensure that students attend and make progress when undertaking a placement.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Students may undertake placements outside of the EEA including China, Canada, Uruguay and other parts of South America on placements and exchanges.	The University ensures that the relevant consents are obtained and that standard model clauses are entered into between the parties where applicable.	Not applicable for this purpose.
Report & Support	Personal data including contact details and/or special category data which includes the nature of a complaint, however there is also the ability to report anonymously	Shared internally within the University and/or third party provider, CultureShift.	Legitimate interest (GDPR Article 6(1)(f)) and/or Consent (GDPR Article 6(1)(a))					
Mentoring	The University will process personal data which will include names and contact details.	This is shared internally within the University to record attendance and participation in mentoring.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
IT Usage	The University will process personal data which will include individual's names and ID numbers.	This is shared internally in accordance with the University's Information Security Policy.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Appeals/Complaints/Disciplinary	The University will process personal data which includes names, contact details, address and qualifications.	This is shared in accordance with the University's policies and procedures for dealing with appeals, complaints and disciplinary matters.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Security	Personal data is processed which includes names, contact details and images generated from CCTV.	This is shared internally in accordance with the University's Security Policy and where necessary, police and government agencies where required by law.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable. Special categories of data are not processed for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Learning Analytics	Personal information will be processed which includes a student's names and ID numbers.	This will be shared internally across the University to allow the University to determine how the University can progress.	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	
Emergencies	Personal data will be processed which includes names, contact details, beneficiary and contact information. Special categories of data are also	This will be shared with emergency services.	The University processes personal data on the grounds of it fulfilling its legal obligations under GDPR Article 6(1)(c).	The University processed sensitive categories of data on the grounds of its legal obligations (GDPR Article	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	processed which will include disability information			6(1)(c) and in compliance with laws which are in the public interest (GDPR Article 9(2)(g)).				
Reporting to Professional/Accreditation Bodies	Personal data will be shared which includes an individual's address, contact details and qualifications.	This will be shared with professional bodies such as the General Medical Council and the General Optical Council.	Personal data is processed by the University under its obligation to perform a public task (GDPR Article 6(1)(e)).	Not applicable for this purpose.	DBS records will be disclosed as part of reporting requirements and are processed on the grounds of carrying out a public task.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Reporting to Financial and Government Bodies	Personal data will be processed which includes, names, addresses, financial information and contact details.	This will be shared with financial organisations such as the Students Loans Company and US Loans for reporting requirements. It will also be shared with UKVI to ensure compliance with visa conditions.	Personal data is processed by the University under its obligation to perform a public task (GDPR Article 6(1)(e)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Virtual Graduation Ceremonies	Streaming of graduation ceremonies where a data subject may participate in	Social Media Channels	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).					
Graduation Publicity	Personal data will be shared which includes an individual's names and programme of study.	Shared on the University's graduation brochure and external publications, including the Birmingham Mail.	Consent (GDPR Article 6(1)(a))					

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Marketing	Personal data will be processed which includes an individual's name and contact details.	Marketing is only shared with the individual from the University.	Personal data will only be processed on the basis of consent.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Public and Administrative Functions	Personal data including name, address, date of birth, payment information and also special category data	Shared internally within the University and the law enforcement agencies.	Public task/interest (GDPR Article 6(1)(e))					
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
Photographs and Video	Name, photographs, videos and details about the data subject.	Videos may be used in the University's marketing campaigns, on its website and YouTube account.	Consent (GDPR Article 6(1)(a))					
<b>Staff as students</b>								
Third Party Agreements	Personal data will be processed including names, contact details and qualifications achieved at the University.	This is shared with third parties such as employers of apprentices studying at the University and organisations of the Higher Education Achievement Report.	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Marketing	Personal data will be processed which includes an	Marketing is only shared with the individual from the University.	Personal data will only be processed on the basis of consent.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
	individual's name and contact details.							
Surveys	Personal data will be processed which will include names, addresses and contact information.	This will be shared internally within the University so surveys are able to be sent to determine how the University can develop.	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Photographs and Video	Name, photographs, videos and details about the data subject.	Videos may be used in the University's marketing campaigns, on its website and YouTube account.	Consent (GDPR Article 6(1)(a))					
Specific Requirements	Personal data will be processed which includes names of students. Sensitive categories of data will also be processed which includes any disability or counselling information.	This is processed internally at the University and is done so in order to allow the University to assist with the students' experience.	Not applicable for this purpose.	Sensitive categories of data are processed under GDPR Article 9(2)(e) in the event that the University is made aware of such requirements.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Security	Personal data is processed which includes names, contact details and images generated from CCTV.	This is shared internally in accordance with the University's Security Policy and where necessary, police and government agencies where required by law.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).	Not applicable. Special categories of data are not processed for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
Emergencies	Personal data will be processed which includes names, contact details, beneficiary and contact information. Special categories of data are also processed which will include disability information	This will be shared with emergency services.	The University processes personal data on the grounds of it fulfilling its legal obligations under GDPR Article 6(1)(c).	The University processed sensitive categories of data on the grounds of its legal obligations (GDPR Article 6(1)(c)) and in compliance with laws which are in the public interest (GDPR Article 9(2)(g)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Public and Administrative Functions	Personal data including name, address, date of birth, payment information and also special category data	Shared internally within the University and the law enforcement agencies.	Public task/interest (GDPR Article 6(1)(e))					
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
Performance and Progress	Name and personal performance outcomes.	Shared internally within the University including with line manager.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).					
Additional Courses/Qualifications	Personal details such as name and surname.	Shared internally within the University.	The University processes personal data on the grounds of its legitimate interest under GDPR Article 6(1)(f).					
<b>Graduate</b>								

Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
HESA Information	Personal data will be processed which includes names, gender, address and qualifications of students. It also includes sensitive categories of data includes ethnicity, religion and disability.	This will be shared with the Higher Education Statistics Agency to comply with its data collection notice.	Personal data is processed by the University under its obligation to perform a public task (GDPR Article 6(1)(e)).	Sensitive categories of data are processed under the University's obligation to perform a public task (GDPR Article 6(1)(e)) and for reasons of substantial public interests under GDPR Article 9(2)(j).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
HESA Graduate Outcomes Survey	Personal data will be processed which includes names and contact details.	This will be shared with the Higher Education Statistics Agency as part of its statistical records.	Personal data is processed by the University under its obligation to perform a public task (GDPR Article 6(1)(e)).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Alumni Activities, Marketing, Fundraising and Volunteering	Personal data will be processed which includes names and contact details and addresses.	This will be shared internally within the University to make the appropriate contact.	Communication by email for marketing and alumni purposes will be on the basis of consent. Personal data for fundraising purposes will be processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f) where communication is by post or telephone and consent when communication is via email.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Career Support	Personal data will be processed which includes names, addresses, contact details and qualifications.	This will be shared within the University so it is able to offer careers support.	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Prospect Research	Personal data will be processed which includes names, addresses and contact details.	This is shared internally within the University for the purposes of identifying fundraising prospects.	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f).	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

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Public and Administrative Functions	Personal data including names, addresses, contact details and qualifications will be processed.	This is shared with government agencies for the purposes of funding, regulation and policy making purposes.	Personal data is processed by the University under its obligation to perform a public task (GDPR Article 6(1)(e)).	Not applicable for this purpose.	Criminal convictions may be processed for the purposes of law enforcement and fraud detection.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Rankings Surveys (This purpose applies to Aston Business School alumni only.)	Name, contact details and details about your experience at the university.	Third party organisations	Personal data is processed on the grounds of the University's legitimate interest under GDPR Article 6(1)(f) and consent where we provide your personal data for rankings surveys.					
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					
<b>Graduation</b>								
University publications	Personal data includes names will be processed.	This is shared within the University and is published in the University's graduation brochure.	Personal data will only be processed on the basis of consent.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Newspapers	Personal data includes names will be processed.	This is shared with newspaper organisations including the Birmingham Mail.	Personal data will only be processed on the basis of consent.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Graduation Requirements	Personal data will be processed which includes names. Sensitive categories of data including disability information may also be processed.	This is shared internally within the University to ensure that it is able to manage the graduation event.	Not applicable for this purpose.	Sensitive categories of data are processed under GDPR Article 9(2)(e) in the event that the University is	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

**Commented [LP4]:** I cannot seem to find a privacy notice which reflects data processing with regards to graduations.



Purpose of processing	Categories of personal data	Categories of recipients (who do we share personal data with?)	Article 6 lawful basis for processing personal data	Article 9 basis for processing special category data	Schedule 1 conditions for processing criminal convictions data	Names of third countries or international organisations that personal data are transferred to (if applicable)	Safeguards for exceptional transfers of personal data to third countries or international organisations (if applicable)	Name and contact details of joint controller (if applicable)
				made aware of such requirements.				
<b>University Subsidiaries</b>								
<b>Conference Aston – Guests and Delegates</b>								
Event and accommodation booking and management	<ul style="list-style-type: none"> <li>• name</li> <li>• address</li> <li>• date of birth</li> <li>• payment information</li> <li>• previous bookings</li> <li>• health information</li> <li>If provided:               <ul style="list-style-type: none"> <li>• disability status</li> <li>• ethnicity</li> <li>• religion</li> </ul> </li> </ul>		legitimate interest (GDPR Article 6(1)(f))	GDPR Article 9(2)(e)	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Marketing	Name Address Email address Details of previous activities that the data subject has participated in	Shared internally within the University.	consent (GDPR Article 6(1)(a))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Compliance with the UK Government's Prevent Strategy	checks to ensure we adhere to the UK Government's Prevent Strategy		legal obligation (GDPR Article 6(1)(c))	substantial public interest (GDPR Article 9(2)(g))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Public and Administrative Functions	All categories of personal data, including sensitive/special category data, for statistical and research purposes and for the purposes of law enforcement and fraud detection.		task carried out in the public interest (GDPR Article 6(1)(e))	GDPR Article 9(2)(j))	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.

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Security	still and video images captured by CCTV and body-worn video cameras	Shared internally and with police and government agencies where required by law.	legitimate interest (GDPR Article 6(1)(f))  The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found on the University's website.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.	Not applicable for this purpose.
Compliance with NHS Test and Trace	Personal data including name, address, date of birth, health data and special category data	Shared with Public Health England (or any successor body) and other public bodies.	Legal obligation (GDPR Article 6(1)(c)) and substantial public interest (GDPR Article 6(1)(e))					

Retention periods can be found in our Records Management Procedures.

Technical security measures can be found in our Information Security Policy.

A description of the University's objects can be found in the University Charter.

Personal data processed for the purposes of medical research projects may be processed by joint data controllers, typically Aston University and a partner organisation in the NHS or another HE institution. In all such cases the University will enter into a UK GDPR-compliant data processing agreement.

Personal data may be processed outside the EEA on an ad hoc basis for the purposes of temporary data storage or conducting surveys. We have reviewed the terms and conditions of organisations whose services we use in this way and we confirm that they are UK GDPR-compliant or that appropriate safeguards are in place to ensure the adequacy of protection of personal data.