<table>
<thead>
<tr>
<th>Record &amp; contractee</th>
<th>Source of the data</th>
<th>Why we process it</th>
<th>How long we keep this data</th>
<th>Your lawful basis for processing</th>
<th>Details relating to lawful basis (where relevant)</th>
<th>Special category details of policy relevant (where applicable)</th>
<th>Grounds for processing (where applicable)</th>
<th>Personal data related to criminal allegation grounds (where applicable)</th>
<th>Personal data related to criminal allegation grounds (where applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supplier {name}</td>
<td>We obtain this data from you.</td>
<td>We process this data for the purposes of creating contracts.</td>
<td>Processing is necessary for performance of the contract with you.</td>
<td>Data Processing is necessary for performance of the contract with you.</td>
<td>Details relating to lawful basis (where relevant)</td>
<td>Special category details of policy relevant (where applicable)</td>
<td>Grounds for processing (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
</tr>
<tr>
<td>{name}</td>
<td>We obtain this data from you.</td>
<td>We process this data for the purposes of creating contracts.</td>
<td>Processing is necessary for performance of the contract with you.</td>
<td>Data Processing is necessary for performance of the contract with you.</td>
<td>Details relating to lawful basis (where relevant)</td>
<td>Special category details of policy relevant (where applicable)</td>
<td>Grounds for processing (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
</tr>
<tr>
<td>{name}</td>
<td>We obtain this data from you.</td>
<td>We process this data for the purposes of creating contracts.</td>
<td>Processing is necessary for performance of the contract with you.</td>
<td>Data Processing is necessary for performance of the contract with you.</td>
<td>Details relating to lawful basis (where relevant)</td>
<td>Special category details of policy relevant (where applicable)</td>
<td>Grounds for processing (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
</tr>
<tr>
<td>{name}</td>
<td>We obtain this data from you.</td>
<td>We process this data for the purposes of creating contracts.</td>
<td>Processing is necessary for performance of the contract with you.</td>
<td>Data Processing is necessary for performance of the contract with you.</td>
<td>Details relating to lawful basis (where relevant)</td>
<td>Special category details of policy relevant (where applicable)</td>
<td>Grounds for processing (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
</tr>
<tr>
<td>{name}</td>
<td>We obtain this data from you.</td>
<td>We process this data for the purposes of creating contracts.</td>
<td>Processing is necessary for performance of the contract with you.</td>
<td>Data Processing is necessary for performance of the contract with you.</td>
<td>Details relating to lawful basis (where relevant)</td>
<td>Special category details of policy relevant (where applicable)</td>
<td>Grounds for processing (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
</tr>
<tr>
<td>{name}</td>
<td>We obtain this data from you.</td>
<td>We process this data for the purposes of creating contracts.</td>
<td>Processing is necessary for performance of the contract with you.</td>
<td>Data Processing is necessary for performance of the contract with you.</td>
<td>Details relating to lawful basis (where relevant)</td>
<td>Special category details of policy relevant (where applicable)</td>
<td>Grounds for processing (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
<td>Personal data related to criminal allegation grounds (where applicable)</td>
</tr>
</tbody>
</table>
Governing body, governing committee, governance documents, and some legal, financial, building and architectural records are kept in the College archive- for further detail see the College archive privacy notice and accompanying information.

We obtain this data from you.

We generate this data about you.

To maintain a historic record of College administration. Permanently.

Processing is necessary for the purposes of our or someone else's legitimate interests, except where overridden by your data protection rights and freedoms.

We do not generate or share data on individuals under 18 years old, unless the data has been generated by a mechanism that protects individual identity and/or is kept for legal and regulatory requirements.

We obtain this data from you.

We obtain this data from third parties e.g. legal advisors.

So that we have a record of information supplied, both in the interests of good administration and also to meet legal and regulatory requirements.

These records will be retained for a period of 7 years from the date generated for compliance purposes unless there is compelling justification for the data to be retained for a longer period (e.g. in connection with legal advice, or in relation to auditing requirements).

Processing is necessary for archiving purposes in the public interest as permitted under the UK Data Protection Act.

The College has a legitimate interest in maintaining its historic buildings. It also has a legitimate interest in maintaining a record of its activities as part of a long-established institution with a strong identity and history, and in maintaining such records for future research.

Processing is necessary for archiving purposes in the public interest as permitted under the UK Data Protection Act.

The College is required to implement appropriate safeguards for individuals' rights and freedoms. The UK Data Protection Act provides safeguards by making specific provisions preventing processing which is likely to cause substantial damage or substantial distress to a data subject, and which is carried out for the purposes of insurance or pensions with respect to a particular data subject, unless the purposes for which the processing is necessary include the purposes of approved medical research.

The processing meets a condition in Part 1 of Schedule 1 to the Data Protection Act 2018.

Where it processes such data, the College is required to implement appropriate safeguards for individuals' rights and freedoms. The UK Data Protection Act provides safeguards by making specific provisions preventing processing which is likely to cause substantial damage or substantial distress to a data subject, and which is carried out for the purposes of insurance or pensions with respect to a particular data subject, unless the purposes for which the processing is necessary include the purposes of approved medical research.

We generate this data about you.

We obtain this data from you.

We obtain this data from you.

We obtain this data from third parties e.g. legal advisors.

We generate this data about you.

We obtain this data from you.

We obtain this data from third parties e.g. legal advisors.

We obtain this data from you.

We obtain this data from third parties e.g. legal advisors.

Processing is necessary for compliance with a legal obligation.

Substantial public interest under the UK Data Protection Act 2018

Where it processes special category data for these purposes, the College is complying with its obligations under legislation, the processing is typically necessary for the purposes of prevention or detection of an unlawful act, or in the exercise of a function conferred by law. The processing is necessary for the purposes of advancing a public interest, namely the requirements for the College to comply with its statutory and legal obligations.

Processing is necessary for compliance with a legal obligation.

Substantial public interest under the UK Data Protection Act 2018

Where it processes special category data for these purposes, the College is complying with its obligations under legislation, the processing is typically necessary for the purposes of prevention or detection of an unlawful act, or in the exercise of a function conferred by law. The processing is necessary for the purposes of advancing a public interest, namely the requirements for the College to comply with its statutory and legal obligations.