Brasenose Colleges GDPR ROPA - Alumni, Donor and Friend of the College Activities - v1.4 (Reviewed June 2023)

ID. Category of personal data	Source of the data	Why we process it	How long we keen this data	Our lawful basis for	Details relating to lawful basis (where	Special category	Special category- details of public interest etc	Criminal Conviction Grounds	Criminal conviction grounds (further information)
	Source of the data	Why we process it	How long we keep this data	processing	applicable)	grounds	(where appropriate)		Criminal conviction grounds (further information)
 Details of prizes, scholarships, bursaries, including details of the recipients and donors. 	We obtain this data from the University of	We record prizes, scholarships, and bursaries awarded, including details of the recipients and	Permanently.	Processing is necessary for the purposes of our or	We have a legitimate interest in recording and retaining data on monies received and	N/A		N/A	
morading details of the recipients and deficies	Oxford	donors. In addition to keeping a record of			distributed. We, our alumni, and other donors,				
	We obtain this data	monies received and distributed, we are		interests, except where	have a legitimate interest in our holding				
	from you	required to provide appropriate updates to		overridden by your data	information pertinent to the ongoing deep				
	We generate this data about you	donors regarding the use of their donations, and we facilitate communications between		protection rights and freedoms	relationship and communications between us. Donors also have a legitimate interest in				
	Third party	communities of scholars, and between donors		lifeedollis	understanding the use(s) to which their				
	, part,	and recipients. We also retain the information			contributions are put.				
		as part of the ongoing deep relationship and							
		communications between the College and							
		individual alumni.							
Contact details (name, current and historic	We obtain this data	In order to be able to contact alumni, donors	Permanently.	Drocossing is nocessary for	We, and you, have a legitimate interest in the	N/A	<u> </u>	N/A	1
addresses, telephone numbers, emails and	from the University of	and friends and continue to develop the	remanently.		College maintaining contact information in	IN/A		N/A	
business details), as amended from time to	Oxford	ongoing relationship between the College and			order to facilitate communication between us.				
time.	We obtain this data	its alumni, donors and friends. We continue to		interests, except where					
	from you	hold historic addresses to facilitate contact, as		overridden by your data					
	Third party	they often remain valid addresses for contact, and may represent additional properties used		protection rights and freedoms					
		by an alumnus. We hold this in accordance		incedoms					
		with data protection principles.							
	Maria de la composición del composición de la co		Datation of a language of a december who	D	The College has a legitiment interest in a soliton	101/4		N/4	1
3 Legacy documentation, including correspondence with future and	We obtain this data from you	As a record of amounts and documentation relating to future/proposed donations, to	amount of any legacy, and the	compliance with a legal	The College has a legitimate interest in seeking legacy donations, holding a record of expected	N/A		N/A	
prospective legators, copies of relevant wills of	II '	enable the efficient transfer of relevant funds	use to which it was put will be	obligation	legacy donations, thanking legators and their				
sections of wills.	about you	at the appropriate time, and to enable the	stored by the College and/or		families, and having materials available to				
	Third Party	College to plan for the future. We also store	University in perpetuity. Where		demonstrate the College's interests in such				
		and use this information so that the College/University can accurately follow the	a legacy contains conditions, directions or is subject to a	the purposes of our or someone else's legitimate	funds.				
		wishes and intentions of alumni, supporters and	dispute, we will retain all	interests, except where					
		friends who indicate that they will be leaving a	information held pertaining to	overridden by your data					
		legacy. In addition, details of proposed legators	1	protection rights and					
		will be used to thank legators during their lifetime.	following the end of the dispute or any potential further disputes,	freedoms					
		incenie.	or (b) until the assets forming the						
			legacy are exhausted (whichever						
			is longer).						
Rights to use College facilities: library access	We generate this data	To enable the College to recognise, and for you	Details to the rights you have as	Processing is necessary for	We have a legitimate interest in the proper	N/A	<u> </u>	N/A	<u></u>
and borrowing rights; dining rights; reduced	about you	to exercise, your rights as a College alumnus.	regards College facilities will be	performance of our	operation of College facilities. We, and you,				
rates for accommodation, etc.		We also record instances where you have	held in perpetuity.	contract with you	have a legitimate interest in the accuracy of				
		exercised your alumni rights as part of the proper operation of College facilities.		Processing is necessary for	library records.				
		proper operation of conege facilities.		the purposes of our or					
				someone else's legitimate					
				interests, except where					
				overridden by your data					
				protection rights and freedoms					
Library records datails of	Wo gonerate this di	To recognice and record the contribution	We retain details of	Dracossing is no	We and you have a locitimate interest in	N/A	1	N/A	1
Library records: details of your name, book donations you have made, and dates of	We generate this data about you	To recognise and record the contribution made by individuals to the College.	donations permanently.	the purposes of our or	We, and you, have a legitimate interest in recording and recognising the contributions you	II '		IN/A	
donations are retained by the College library.	33331,700	-,	assistance permanentry.	1 ' '	have made to the College.				
				interests, except where					
				overridden by your data					
				protection rights and freedoms					
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6	Information about your health, dietary requirements and/or disabilities.	We obtain this data from you	When we consider what reasonable adjustments to make, or we need to take account of any dietary requirements you have (whether for medical or belief reasons), when planning for you attendance at alumni events. In addition, we have an obligation to confirm that the College is following applicable fundraising policies (such as vulnerable person policies). Further, if you request that we cease to contact you, we will record the reason you give (if any) for statistical purposes.	Permanently.	compliance with a legal obligation Processing is necessary for the purposes of our or		Substantial public interest under the UK Data Protection Act 2018	Where it processes special category data for these purposes, the College is exercising functions conferred under the Equality Act 2010 and/or pursuant to its obligations under health and safety legislation. The processing is necessary for reasons of substantial public interest, namely that the College must comply with its statutory obligations concerning equal opportunity and to make reasonable adjustments, and to comply with its health and safety obligations.		
7	Security records, including CCTV records, access control records and records of keys issued. Records of security incidents, accident reports and health and safety records.	about you	College premises, events on college premises,	CCTV records are retained for one month. Access, accident, health and safety, and similar records are retained for 7 years.	the purposes of our or		Substantial public interest under the UK Data Protection Act 2018	To the extent that special category data is recorded, this will be done under the substantial public interest as being required under an enactment or rule of law, or preventing or detecting unlawful acts.	The processing relates to personal data that you have manifestly made public The processing is necessary in connection with legal proceedings (including prospective legal proceedings) for the processing is necessary for the purpose of obtaining legal advice The processing is otherwise necessary for establishing, exercising or defending legal rights The processing meets a condition in Part 2 of Schedule 1 to the Data Protection Act 2018 The processing meets a condition in Part 3 of Schedule 1 to the Data Protection Act 2018	
8	participation in events and sporting fixtures and	Oxford We obtain this data from you	To maintain a record of College life, which may be relevant to you individually (for example if you later request a reference from us), and which is also part of the College's own record of what its members have achieved over time. We also add the facts of your memberships/interests, activities and achievements onto our database, to ensure we offer a personalised experience in our relationship with you.	Permanently.	the purposes of our or	The College has a legitimate interest in maintaining a record of its cultural life. We, and you also have a legitimate interest in ensuring that we have a positive and well-informed ongoing relationship.	Processing relates to personal data which you have manifestly made public	To the extent that special category data is retained, this will be data that you have made public via your membership of relevant societies, attendance at and participation in events.	N/A	
9	information and details of invoicing and outstanding payments (including payment	We obtain this data from you We generate this data about you	To take and/or pursue outstanding sums due to the College.	Payment and invoicing data will be retained for 7 years following date of payment. Data may be retained for a longer period in the event of a dispute.			N/A		N/A	
10	Opinions and comments made by you on College development and outreach programs and events, as expressed in communications with the College (to the extent recorded)	We obtain this data from you	The views, ideas and concerns of alumni, supporters and friends help to guide College development activities. Such comments would only be recorded in relation to a specific alumnus, supporter or friend where we have been clear that the relevant communication is not anonymous, or where the relevant opinions were expressed in correspondence which is retained. The College uses alumni, supporters and friends comments to evaluate the success of events, activities, and to shape future strategy.	Permanently.		proactive, positive and engaged development	N/A		N/A	
11	Correspondence with you	We obtain this data from you	To hold an accurate record of our communications with you to ensure we can maintain continuity in our lifelong relationship with our alumni.	Permanently.	the purposes of our or	We, and you, have a legitimate interests in the College holding a full record of our correspondence with you, which can be referred back to over the course of our relationship.	N/A		N/A	

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According for selection of the control of the contr		Third party	certain specific circumstances, to process this		interests, except where		provided by you.	that could provide an indication of such beliefs		regulatory requirement which involves Brasenose College takin
Products Products			information.		overridden by your data			(e.g. letter from Reverend on headed paper		steps to establish whether another person has:
Proceed of your difference of Conference of					protection rights and			from Church, name of partner or job		a. committed an unlawful act, or:
Proceed of your difference of Conference of								1		b. been involved in dishonesty, malpractice or other seriously
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Compy with salegardine, Pealsh and safety or counter-terrorism light space or claims, to the comply with unabturin requirement space of claims, to the comply with unabturing requirement of the claims of the claim	compliance purposes that contain names and/or associated personal data. For example, copies of data supplied pursuant to requests	We obtain this data from the University of Oxford We obtain this data	supplied, both in the interests of good administration and also to meet legal and	College will keep a record of the SAR output for a period of two years following the provision of	Processing is necessary for compliance with a legal		interest under the UK Data Protection Act	these purposes, the College is exercising functions conferred under legislation. The processing is necessary for reasons of	Part 2 of Schedule 1 to the Data	College is exercising functions conferred under legislation. The processing is necessary for reasons of substantial public interes namely the requirement for the College to comply with its
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with feature of claims, or comply with earlier earlier or comply with earl	compliance purposes that contain names and/or associated personal data. For example, copies of data supplied pursuant to requests made under data protection and/or freedom of information legislation, records made to	We obtain this data from the University of Oxford We obtain this data from you We generate this data	supplied, both in the interests of good administration and also to meet legal and	College will keep a record of the SAR output for a period of two years following the provision of	Processing is necessary for compliance with a legal		interest under the UK Data Protection Act	these purposes, the College is exercising functions conferred under legislation. The processing is necessary for reasons of substantial public interest, namely the requirement for the College to comply with its	Part 2 of Schedule 1 to the Data	College is exercising functions conferred under legislation. The processing is necessary for reasons of substantial public interes namely the requirement for the College to comply with its
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Public awards, honours and academic prizes received by Allumni. We obtain this data from the University of Oxford We obtain this data from you Third parry University of Oxford We obtain this data from you Third parry University of Oxford We obtain this data from you Third parry University of Oxford We obtain this data from you Third parry University of Oxford We obtain this data from you Third parry We clear to depart required to the wearded (though not your results). Subjects you soudled and the type(s) of degree awarded (though not your results). Subjects you soudled and the type(s) of degree awarded (though not your results). We generate this data from you We generate this data about you Dozali of volunteering coagement with this data from you We generate this data about you Dozali of volunteering coagement with this data from you We generate this data about you Dozali of volunteering coagement with this data are completed to the contribution made you and your involvement and commitment with the dozen To communicate with you effectively about your role. We generate this data about you Dozali of volunteering coagement with this data are committeed in your data protection rights and freedoms The case of the purposes of our or associate the purpose of our or associated the purpose of o	compliance purposes that contain names and/or associated personal data. For example, copies of data supplied pursuant to requests made under data protection and/or freedom of information legislation, records made to comply with safeguarding, health and safety or counter-terrorism legislation, in connection	We obtain this data from the University of Oxford We obtain this data from you We generate this data about you	supplied, both in the interests of good administration and also to meet legal and	College will keep a record of the SAR output for a period of two years following the provision of	Processing is necessary for compliance with a legal		interest under the UK Data Protection Act	these purposes, the College is exercising functions conferred under legislation. The processing is necessary for reasons of substantial public interest, namely the requirement for the College to comply with its	Part 2 of Schedule 1 to the Data	College is exercising functions conferred under legislation. The processing is necessary for reasons of substantial public interest namely the requirement for the College to comply with its
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