There is a public interest in the College maintaining its archive of College life for future generations, and in the context of the College being a College of a long-established University with a strong identity and history.

Processing is necessary for...

The College has a legitimate interest in receiving collections and papers for its archive, and donors have a legitimate interest in giving such collections and papers to the College.

The College is required to implement appropriate archiving purposes in the public interest and for research purposes as permitted under the UK Data Protection Act.

Processing is necessary for...
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 provision preventing processing which is likely to cause substantial damage or substantial distress to a data subject, unless the purposes for which the processing is necessary include the purposes of approved medical research.

The College has a legitimate interest in archiving past conferences, seminars and lectures that it hosted and/or organised.

To maintain historic records of College employees for the archive, and in case we are approached for references.

We obtain this data about you:

To maintain a record of the contents of our archive and how it was acquired, as a record of its own right and in case enquirers are subsequently made about the archived item itself (for example, about ownership of the item).

Permanently.

Processing is necessary for the performance of a task carried out in the public interest

The College has a legitimate interest in archiving its archive acquisitions.

The College has a legitimate interest in archiving past conferences, seminars and lectures that it hosted and/or organised.

To maintain the College archive of its teaching activities, as a record in its own right and in case enquirers are subsequently made about the archived item itself (for example, about ownership of the item).

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<table>
<thead>
<tr>
<th>Record Type</th>
<th>Data Description</th>
<th>Processing Ground</th>
<th>Public Interest</th>
<th>Any other conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Financial records and legal records relating to College assets and the College estate. These may include the personal data of individuals involved in managing the College assets and estate, witnesses and parties to legal documents.</td>
<td>Processing is necessary for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.</td>
<td>There is a public interest in the College maintaining its archive of College life for future generations, and in the context of the College being a College of a long-established University with a strong identity and history.</td>
<td>The College is required to implement appropriate safeguards for individuals’ rights and freedoms. The UK Data Protection Act provides safeguards by making specific provision preventing processing which is likely to cause substantial damage or substantial distress to a data subject; and/or which is carried out for the purposes of measures or decisions with respect to a particular data subject unless the purposes for which the processing is necessary include the purposes of approved medical research.</td>
</tr>
<tr>
<td>2</td>
<td>Records relating to College buildings, including architectural records and maintenance records. These may include the personal data of those involved in construction and maintenance of College buildings.</td>
<td>Processing is necessary for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.</td>
<td>The College has a legitimate interest in maintaining a record of its activities as part of a long-established university with a strong identity and history, and in maintaining such records for future research.</td>
<td>The College has a legitimate interest in maintaining a historic record of its architecture, and to assist future conservation of College buildings.</td>
</tr>
<tr>
<td>3</td>
<td>Confidential documents: College council and documents relating to the interpretation, including Privy Council documents and correspondence, decisions and documents relating to the College Visitor, Royal Commissions and related documents. These records may include the personal data of those named in the documents, including correspondents.</td>
<td>Processing is necessary for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.</td>
<td>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 university with a strong identity and history, and in maintaining such records for future research.</td>
<td>The College has a legitimate interest in archiving past events that it hosted and/or organised.</td>
</tr>
<tr>
<td>4</td>
<td>Records relating to College events. These records may include the personal data of trustees and their guests.</td>
<td>Processing is necessary for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.</td>
<td>The College has a legitimate interest in archiving past events that it hosted and/or organised.</td>
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<td>5</td>
<td>Records relating to benefactions and trusts. These records may include the personal data of beneficiaries and recipients.</td>
<td>Processing is necessary for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.</td>
<td>The College has a legitimate interest in maintaining a record of its governance documents for future reference.</td>
<td>The College has a legitimate interest in achieving past events that it hosted and/or organised.</td>
</tr>
<tr>
<td>6</td>
<td>Records relating to payments made for research or copies of archives, including savings, contact information and associated correspondence.</td>
<td>Processing is necessary for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.</td>
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