<table>
<thead>
<tr>
<th>Category of personal data</th>
<th>Source of the data</th>
<th>Why we process it</th>
<th>We retain this data for</th>
<th>Details relating to lawful bases (where appropriate)</th>
<th>Special category details of public interest (where appropriate)</th>
<th>Deleted upon expiry grounds</th>
<th>Deleted on consent grounds (further information)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Details of prizes, scholarships, bursaries, including details of the recipients and donors.</td>
<td>We retain this data after the University of Oxford.</td>
<td>To recognise and record the contributions made by individuals to the College.</td>
<td>We retain this data for a period following your graduation or the date the data was last used.</td>
<td>We have a legitimate interest in recording and recognising the contributions made by individuals to the College for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduation ceremony applications (excluding dietary information), related correspondence.</td>
<td>We retain this data after your graduation ceremony has taken place.</td>
<td>To enable you to attend your graduation.</td>
<td>We retain this data for a period following your graduation or the date the data was last used.</td>
<td>We have a legitimate interest in the retention of the data for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Legacy documents, including correspondence with future and prospective legators, copies of relevant wills or sections of wills.</td>
<td>We retain this data from the University of Oxford.</td>
<td>The College has a legitimate interest in seeking legacy donations, holding a record of expected legacy donations, thanking legators and their families, and having materials available to demonstrate the College’s interests in such funds.</td>
<td>We retain this data for a period following the date the data was last used.</td>
<td>We have a legitimate interest in seeking legacy donations, holding a record of expected legacy donations, thanking legators and their families, and having materials available to demonstrate the College’s interests in such funds.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rights to use College facilities: library access and borrowing rights, dining rights, reduced rates for accommodation, etc.</td>
<td>We retain this data about you.</td>
<td>We, and you, have a legitimate interest in our holding information pertaining to the ongoing deep relationship and communications between us.</td>
<td>We retain this data for a period following the date the data was last used.</td>
<td>We have a legitimate interest in seeking legacy donations, holding a record of expected legacy donations, thanking legators and their families, and having materials available to demonstrate the College’s interests in such funds.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Library records: details of your name, book borrowing rights; dining rights; reduced rates for accommodation, etc.</td>
<td>We retain this data about you.</td>
<td>To encourage and record the contributions made by individuals to the College.</td>
<td>We retain details of such donations permanently.</td>
<td>We have a legitimate interest in seeking legacy donations, holding a record of expected legacy donations, thanking legators and their families, and having materials available to demonstrate the College’s interests in such funds.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contact details (name, current and historic addresses, telephone numbers), as amended from time to time.</td>
<td>We retain this data from the University of Oxford.</td>
<td>We may retain contact details to develop our ongoing relationship with you, to facilitate contact, and may represent additional information used in our dealings with you.</td>
<td>We retain this data for a period following the date the data was last used.</td>
<td>We have a legitimate interest in our holding information pertaining to the ongoing deep relationship and communications between us.</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Processing is necessary for compliance with a legal obligation.</td>
<td>Procurement is necessary for compliance with a legal obligation.</td>
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<td>Procurement is necessary in connection with legal proceedings (including preventative legal proceedings).</td>
<td>Procurement is otherwise necessary for establishing, exercising or defending legal rights.</td>
<td>Procurement is necessary for the purposes of obtaining legal advice or defending an action, suit or proceeding.</td>
<td>Procurement is necessary to comply with other legal obligations.</td>
<td>Procurement is necessary for the purposes of obtaining legal advice or defending an action, suit or proceeding.</td>
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</tr>
<tr>
<td>1</td>
<td>Information about your health, dietary requirements and/or disabilities.</td>
<td>We obtain this data from you.</td>
<td>Once we consider what reasonable adjustments to make, or we need to take account of any dietary requirements you have for health or medical reasons, we will record your information on your behalf. We also record your information for the purposes of our or someone else's legitimate interests, except where we are prevented from so doing by law. Further, if you request that we cease to contact you, we will record the reason you gave (if any).</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
</tr>
<tr>
<td>2</td>
<td>Details of security incidents, accident reports and health and safety records.</td>
<td>We obtain this data about you.</td>
<td>To ensure the attendance of people on College premises, events at college premises, and where students are occurring, as part of the College's safety and security arrangements.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
</tr>
<tr>
<td>3</td>
<td>Records of college cultural life while you attended the University: photographs and written records of events, plays and societies, plays and performances, of participation in events and speaking future and all of the outcomes.</td>
<td>We obtain this data from the University of Oxford.</td>
<td>We obtain this data about you.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
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<td>We obtain this data from you.</td>
<td>Once we consider what reasonable adjustments to make, or we need to take account of any dietary requirements you have for health or medical reasons, we will record your information on your behalf. We also record your information for the purposes of our or someone else's legitimate interests, except where we are prevented from so doing by law. Further, if you request that we cease to contact you, we will record the reason you gave (if any).</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
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</tr>
<tr>
<td>5</td>
<td>Security records, including CCTV records, access control records and records of keys issued.</td>
<td>We obtain this data about you.</td>
<td>To monitor the attendance of people on College premises, events at college premises, and where students are occurring, as part of the College's safety and security arrangements.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
</tr>
<tr>
<td>6</td>
<td>Records of college cultural life while you attended the University: photographs and written records of events, plays and societies, plays and performances, of participation in events and speaking future and all of the outcomes.</td>
<td>We obtain this data from the University of Oxford.</td>
<td>We obtain this data about you.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
</tr>
<tr>
<td>7</td>
<td>Personal information including your contact information and details of existing and outstanding payments for accommodation, deposits, food and drink, use of catering and other facilities, as we have arranged with you.</td>
<td>We obtain this data about you.</td>
<td>To take your personal outstanding sums due from the College.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
</tr>
<tr>
<td>8</td>
<td>Giving and commitments made by you to the College. Development and outreach programmes and events, as expressed in communications with the College (to the extent recorded).</td>
<td>We obtain this data about you.</td>
<td>We obtain this data about you.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
</tr>
<tr>
<td>9</td>
<td>Correspondence with you.</td>
<td>We obtain this data about you.</td>
<td>We obtain this data about you.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
</tr>
<tr>
<td>10</td>
<td>Donations and Gift Aid.</td>
<td>We obtain this data about you.</td>
<td>We obtain this data about you.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
<td>Unlawfully obtained.</td>
</tr>
</tbody>
</table>
14. Biographical information, including your interests, family news, educational history and achievements, employment history and current role details, and wealth information.

We obtain this data from you.

15. Records of your attendance at College, Records generated for legal or statutory requirements.

We obtain this data from the University of Oxford.

We generate this data from you.

We generate this data from you.

We obtain this data from third party.

We obtain this data from third party.

16. Records of your achievements, employment history and other involvement in College life, whilst an alumnae, photographs and written records of groups, societies, events, sports events and occasions.

We obtain this data from you.

We obtain this data from you.

We obtain this data from you.

We generate this data from you.

17. Public records, honours and academic prizes received by alumnae.

We obtain this data from you.

We obtain this data from you.

We obtain this data from you.

We obtain this data from third party.

We obtain this data from third party.

18. Subject(s) you studied and the type(s) and class(s) of degree awarded.

We obtain this data from you.

We obtain this data from you.

We obtain this data from you.

We obtain this data from you.

We obtain this data from third party.

We obtain this data from third party.

19. We retain a record of all correspondence from the alumnus/a (e.g. letter from reunion or a treated paper from Church).

We retain a record of all correspondence from the alumnus/a.

We retain a record of information which is not relevant to you individually and which is a part of the College’s own record of what members have achieved over time.

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20. We, and you, have a legitimate interest in acting in this way.

We, and you, have a legitimate interest in acting in this way.

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21. We have a legitimate interest in pursuing a positive relationship with our alumnae.

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22. So that we have a record of information relating to religious beliefs, political persuasion. However, it is possible that there might be information attached to an individual's record, for example, when they chose to provide the information to us and where relevant) contained in our past correspondence.

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23. We have a legitimate interest in acting in this way.

We have a legitimate interest in acting in this way.

We have a legitimate interest in acting in this way.

We have a legitimate interest in acting in this way.

We have a legitimate interest in acting in this way.

24. Where it processes special category data for these purposes, the College can exercise functions conferred under legislation. The processing meets a condition in Part 2 of Schedule 1 to the Data Protection Act 2018 for these purposes, the College can exercise functions conferred under legislation. The processing meets a condition in Part 2 of Schedule 1 to the Data Protection Act 2018.

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