

New College Privacy Policy  
SUPPLIERS

If you are a supplier to New College, this section will be relevant to you. This notice does not form part of any contract to provide services.

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest	Third party processing and international transfer information
To register you as a supplier	(a) Identity (b) Contact	(a) Performance of a contract	The University provides IT services to New College to which it has access  Third parties providing financial accounting software are engaged to maintain and manage our financial records.
To process and deliver orders for services including to manage payments, fees and charges	(a) Identity (b) Contact (c) Financial (d) Transaction (e) Marketing and Communications	(a) Performance of a contract	We engage third parties to administer document destruction services on our behalf.  Third parties providing banking, insurance and payment services.  Personal data is sent to third party financial institutions outside the EU where those bank details are given to New College in regards to refunds or reimbursements.
To manage our relationship with you which will include notifying you about changes to our terms or privacy policy	(a) Identity (b) Contact (c) Profile (d) Marketing and Communications	(a) Necessary to comply with a legal obligation;  (b) Necessary for our legitimate interests (to keep our records updated and to study how we use supplier services)	

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest	Third party processing and international transfer information
To administer and protect New College and this website (including troubleshooting, data analysis, testing, system maintenance, support, reporting and hosting of data)	(a) Identity (b) Contact (c) Technical	(a) Necessary for our legitimate interests (for running our organisation, provision of administration and IT services, network security and to prevent fraud)  (b) Necessary to comply with a legal obligation	
To refund battels or the reimbursement of expenses.	(a) identity (b) contact (c) Financial	(a) Performance of a contract	

## DONORS

If you are a donor of monies or archive material to New College, this section will be relevant to you.

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest	Third party processing and international transfer information
To record you as a donor	(a) Identity (b) Contact	(a) Performance of a contract  (b) Necessary for our legitimate interests (to record the source of donations for administration and to develop our archive and fundraising strategies)	<p>The University provides IT services to New College to which it has access</p> <p>We engage third parties to administer document destruction services on our behalf.</p> <p>Third parties providing banking, insurance and payment services.</p>
To process your donation including to collect donations pledged to us	(a) Identity (b) Contact (c) Financial (d) Transaction (e) Marketing and Communications	(a) Performance of a contract  (b) Necessary to comply with a legal obligation	
To manage our relationship with you which will include notifying you about changes to our terms, policies or procedures including our privacy policy	(a) Identity (b) Contact (c) Profile (d) Marketing and Communications	(a) Performance of a contract  (b) Necessary to comply with a legal obligation	

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest	Third party processing and international transfer information
To administer and protect New College and this website (including troubleshooting, data analysis, testing, system maintenance, support, reporting and hosting of data)	(a) Identity (b) Contact (c) Technical	(a) Necessary for our legitimate interests (for running our organisation, provision of administration and IT services, network security and to prevent fraud)  (b) Necessary to comply with a legal obligation	
To deliver relevant website content and advertisements to you and measure or understand the effectiveness of the advertising we serve to you	(a) Identity (b) Contact (c) Profile (d) Usage (e) Marketing and Communications (f) Technical	(a) Necessary for our legitimate interests (to study how donors interact with us, to develop our relationship with donors, to grow our organisation and to inform our archiving and fundraising strategy)	
To use data analytics to improve our website, services, marketing, customer relationships and experiences	(a) Technical (b) Usage	(a) Necessary for our legitimate interests (to define types of donor for our, to keep our website updated and relevant, to develop our organisation and to inform our archiving and fundraising strategy)	

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest	Third party processing and international transfer information
To make suggestions and recommendations to you about events or fundraising efforts that may be of interest to you	(a) Identity (b) Contact (c) Technical (d) Usage (e) Profile	(a) Necessary for our legitimate interests (to develop our organisation)	

## TENANTS

If you are a tenant of New College property, this section will be relevant to you.

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest	Third party processing and international transfer information
To register you as a tenant	(a) Identity (b) Contact	(a) Performance of a contract	<p>The University provides IT services to New College to which it has access</p> <p>Agents in the property sector are engaged for the administration and management of our estate. The agents process contracts and payments on our behalf.</p> <p>We engage third parties to administer document destruction services on our behalf.</p> <p>Third parties providing banking, insurance and payment services.</p> <p>Third parties providing debt management and/or recovery services.</p>
<p>To process and manage your tenancy including to:</p> <p>(a) Manage payments, fees and charges</p> <p>(b) Collect and recover money owed to us</p> <p>(c) Ensure suitability of property for you</p>	<p>(a) Identity</p> <p>(b) Contact</p> <p>(c) Financial</p> <p>(d) Transaction</p> <p>(e) Welfare</p> <p>(f) Marketing and Communications</p>	<p>(a) Performance of a contract</p> <p>(b) Necessary to comply with a legal obligation</p>	
To manage our relationship with you which will include notifying you about changes to our terms or privacy policy	<p>(a) Identity</p> <p>(b) Contact</p> <p>(c) Profile</p> <p>(d) Marketing and Communications</p>	<p>(a) Performance of a contract</p> <p>(b) Necessary to comply with a legal obligation</p>	

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest	Third party processing and international transfer information
To administer and protect New College and this website (including troubleshooting, data analysis, testing, system maintenance, support, reporting and hosting of data)	(a) Identity (b) Contact (c) Technical	(a) Necessary for our legitimate interests (for running our organisation, provision of administration and IT services, network security and to prevent fraud)  (b) Necessary to comply with a legal obligation	
To deliver relevant website content and advertisements to you and measure or understand the effectiveness of the advertising we serve to you	(a) Identity (b) Contact (c) Profile (d) Usage (e) Marketing and Communications (f) Technical	(a) Necessary for our legitimate interests (to study how tenants use our services, to develop them, to grow our organisation and to inform our asset and estate strategy)	
To use data analytics to improve our website, services, marketing, tenant relationships and experiences	(a) Technical (b) Usage	(a) Necessary for our legitimate interests (to define types of tenant, to keep our website updated and relevant, to develop our organisation and to inform our asset and estate strategy)	
To make suggestions and recommendations to you about services that may be of interest to	(a) Identity (b) Contact	(a) Necessary for our legitimate interests (to develop our services and grow our organisation)	

Purpose/Activity	Type of data	Lawful basis for processing including basis of legitimate interest	Third party processing and international transfer information
you	(c) Technical (d) Usage (e) Profile		