

Schedule 6

Data about Members and staff of Chambers, consultants, secondees, those on work experience, temporary staff, former Members and staff, next of kin, spouses, beneficiaries

	What we collect	Source	Purpose	Legal basis	Recipients
Contact information (work)	Name	Individual himself or herself	For contacting individuals where required in the individual's capacity as employee or member	Our legitimate interest in processing such information in the course of their employment or membership	Clients
	Work address	Recruitment agency			Other professional advisers of Clients
	Landline/mobile phone or fax numbers		Other parties and/or their professional advisers involved in matters where required as part of the conduct of matters		
	Email addresses		Security and prevention of crime		Government bodies (such as HMRC) Courts, tribunals, local authorities, where required as part of the conduct of matters
					UK regulatory and law enforcement bodies, where required of us under UK law or regulation
					Our service providers (such as data storage, typing, administrative support and audit)
					Compilers of legal directories (where you have agreed to be a referee)

	What we collect	Source	Purpose	Legal basis	Recipients
Contact information (personal) and other personal information	Home address	Individual himself or herself	In order to keep appropriate employment records	Our legitimate interest in processing such information in the course of their employment or membership	UK regulatory and law enforcement bodies, where required of us under UK law or regulation
	Landline/mobile phone numbers	Health professionals (for health data)	For contacting individuals where required in the individual's capacity as employee or member		
	Email addresses		For obtaining/verifying evidence of identity	Compliance with a legal obligation	Our service providers (such as data storage, typing, administrative support and audit)
	Previous addresses	For contacting next of kin, spouses and beneficiaries if the circumstances require (including notifying such persons of their entitlements to benefits as a result of the death or incapacity of the individual)			
	Emergency contact details	Schedule 1, Part 1(1)(1)(a) of the Data Protection Act 2018	Health data may be provided to medical professionals		
	Date of birth				
	Marital status	Access to medical reports for employment purposes (including to manage performance)			
	Next of kin, spouse, beneficiaries' names and contact details				
	Health data of individual	Security and prevention of crime			
	Sickness records and details				
Occupational health reports – and pre-employment screening	For catering purposes				
Dietary information					
Employment information	Position/Title	Individual himself or herself	In order to keep appropriate employment records	Our legitimate interest in processing such information in the course of their employment or	Clients
	Employment history and CV	Recruitment agency	For assessing their continued suitability for their		Other professional advisers of Clients
	References from previous employers	Previous employers			Other parties and/or their

	What we collect	Source	Purpose	Legal basis	Recipients
	Professional specialisms Education, qualifications and qualification certificates Disciplinary records Performance records Appraisals Performance feedback Interview notes Languages spoken Practicing certificate details and caveats Practicing certificate status Professional indemnity information Various test scores as appropriate – MOT, 16pf, Watson Glazer, professional qualifications Working patterns (days worked and non-work days)	Bar Standards Board/The Bar Council External testing/assessment body	role For planning progression For compliance with any professional qualification requirements	membership Our legitimate interests in performing our instructions. The legitimate interest of Client in performing its instructions.	professional advisers involved in matters where required as part of the conduct of matters Our service providers (such as data storage, typing, administrative support and audit) Compilers of legal directories (where you have agreed to be a referee)
Financial information	Bank details Transaction history Salary and benefits Life insurance	Individual himself or herself	To pay or compensate the individual In order to keep appropriate employment records In order to allow the	Our legitimate interest in processing such information in the course of their employment or	Our bank Accountants/auditors Third party payroll processors Government bodies (such as

	What we collect	Source	Purpose	Legal basis	Recipients
	Statement of wishes – death in service Pension Tax-related information National Insurance number Payroll documentation - P45 / P60 / P11D		individual to receive pension and other benefits In order to allow nominated family members or beneficiaries to receive benefits or insurance funds	membership The individual's legitimate interest in being paid as an employee or membership Consent	HMRC)
ID document information	Information contained in or provided to us as part of our recruitment or take on process. This includes details included in copy personal photo and residential ID documents we receive Visa documentation (right to work in the UK)	Individual himself or herself	For obtaining/verifying evidence of identity In order to keep appropriate employment records In order to confirm that the individual is entitled to work in the UK Security and prevention of crime	Our legitimate interest in processing such information in the course of their employment or membership Compliance with a legal obligation	Our bank Government bodies (such as HMRC) UK regulatory and law enforcement bodies, where required of us under UK law or regulation Our service providers (such as data storage, typing, administrative support and audit)
Criminal record	DBS check (basic disclosure)	Third party service provider	To satisfy our legal and regulatory obligations Security and prevention of crime	Compliance with a legal obligation Schedule 1, Part 1(1)(1)(a) of the Data Protection Act 2018	Third party service provider UK regulatory and law enforcement bodies, where required of us under UK law or regulation
Photographic or video	Images via CCTV, including	Individual himself or	Security and prevention of	Our legitimate interest in	Law enforcement authorities

	What we collect	Source	Purpose	Legal basis	Recipients
images and security card reports	work areas Entrance/exit dates/times Movement within the building via security card system	herself Our CCTV and door access control system	crime	maintaining a safe environment and in preventing and detecting crime	