

# Data Protection Register - Entry Details

**Registration Number:** Z8853064

**Date Registered:** 30 November 2004    **Registration Expires:** 29 November 2008

**Data Controller:** POSITIVID IDENTITY SYSTEMS LTD

**Registered Address:**  
4 TARBERY CRESCENT  
HORNDEAN  
WATERLOOVILLE  
HANTS  
PO8 9NP

**Company Address:**  
UNIT D, 36A DRIFT ROAD  
CLANFIELD  
WATERLOOVILLE  
HANTS  
PO8 0JL

**This register entry describes, in very general terms, the personal data being processed by:**

POSITIVID IDENTITY SYSTEMS LTD

**This register entry contains personal data held for 1 purpose(s)**

## Purpose 1

Method 2

**Data Controllers further description of Purpose:**

PRODUCTION OF CUSTOMERS' SECURITY PASSES

**Data subjects are:**

Customers and clients  
CUSTOMERS' STAFF AND STUDENTS

**Data classes are:**

Personal Details

**Sources (S) and Disclosures (D)(1984 Act). Recipients (1998 Act):**

Data subjects themselves  
Current, past or prospective employers of the data subject  
Education, training establishments and examining bodies

**Transfers:**

None outside the European Economic Area

**Q: What do I need to put in my fair processing notice, which is given to individuals before I process their information?**

You will need to outline what and how information is going to be processed. This is to make sure the individual knows exactly what is going to happen to their information and how it is going to be used. You shouldn't be doing anything with personal information unless the individual is made aware (unless certain exemptions apply)

## What we'll do with your data

### FAIR PROCESSING NOTICE

#### **What is Personal Data?**

Under the Data Protection Act 1998, Personal Data is defined as data that relates to a living individual who can be identified:

- (a) from those data, or
- (b) from those data and other information which is in the possession of, or likely to come into the possession of, the data controller, and includes any expression of opinion about the individual, and any indication of the intentions of the data controller or any other person in respect of the individual. (Section 1(1)).

Personal data will therefore cover basic details such as name, address, telephone number, and Date of Birth.

#### **Who will process your personal data?**

The information which you provide on this form will be processed by positivID Identity Systems Ltd, which is the 'data controller' for the purposes of the Data Protection Act.

#### **What will your personal data be used for?**

The personal data that you provide will be used in order to create an identity card and to recreate the card should the original card expire, become lost or unusable, or need updating. Personal data will be removed on termination of contract with your employer, or at your request.

#### **Will we use your personal data for any other purposes?**

No. Your personal data will only be used to produce an ID card in accordance with the wishes of your employer.

#### **Will we disclose your personal data to anyone else?**

positivID Identity Systems Ltd will not disclose the personal information that you provide to any outside person or organization except where required to do so by law or with your own consent.