

Request for the disclosure of personal data under Schedule 2, Part 1, Paragraph 2 of the Data Protection Act 2018

If your request is urgent because you require personal data in a situation where there is a potential risk to life, please contact the University by telephone: 0114 225 5555 or 0114 225 2000 (out of hours)

Requestor			
Name / number			
Job title			
Organisation			
Address			
Email		Telephone	

Data Subject			
Name			
Address			
Email		Telephone	
Relationship to University	<input type="checkbox"/> Student <input type="checkbox"/> Staff <input type="checkbox"/> Other		
Other identifying information			

Specific information required	

Reason for requesting disclosure	
Offence(s)	
Statutory powers (not Schedule 2, Part 1, Para 2 DPA 2018)	

Purpose for requesting disclosure	
<p>Select one option.</p> <p>Data Protection Act 2018 - Schedule 2, Part 1, Paragraph 2 (1) the listed GDPR provisions do not apply to personal data processed for any of the following purposes:</p> <p><input type="checkbox"/> (a) prevention or detection of crime</p> <p><input type="checkbox"/> (b) apprehension or prosecution of offenders</p> <p><input type="checkbox"/> (c) assessment or collection of a tax, statutory duty or an imposition of a similar nature</p>	
How would non-disclosure prejudice the stated purpose?	

Declaration and authorisation

The authorising officer must be of the rank of police inspector or higher, or for other 'relevant bodies' a senior officer/manger.

Declaration

I certify that:

- Information requested is compatible with the stated purpose (section 4) and will not be used in anyway incompatible with that purpose.
- I understand information given on this form is correct
- I understand that if any information given on this form is incorrect, I may be committing an offence under Section 170 Data Protection Act 2018

Requestor

Signed		Date	
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Authorising Officer

Name		Rank / job title	
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Signed		Date	
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Where to send your request

For student data	Studentdataprotection@shu.ac.uk
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For staff data	HRadmin@shu.ac.uk
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Queries can be directed to:	Information Governance team dpo@shu.ac.uk
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