

Data Protection legislation definitions

UK General Data Protection Regulation 2016 (UK GDPR)

Personal data

Information relating to a natural (living) person who can be identified or who is identifiable, directly from the information, or who can be indirectly identified from that information in combination with other information.

It does not include anonymised data, which cannot be reversed, but does include pseudonymised data, which can be.

Information about a deceased person is not personal data and neither is information about companies or public authorities.

Examples of personal data include: name, identification number, address, email address.

Special category data

Personal data which requires more protection because it is sensitive. The exhaustive list is:

- personal data revealing **racial or ethnic origin**;
- personal data revealing **political opinions**;
- personal data revealing **religious or philosophical beliefs**;
- personal data revealing **trade union membership**;
- **genetic data**;
- **biometric data** (where used for identification purposes);
- data concerning **health**;
- data concerning a person's **sex life**; and
- data concerning a person's **sexual orientation**.

Criminal offences and convictions data is not special category data, but should be treated in the same way.

Processing

The UK GDPR applies to the processing of personal data. Processing is:

Any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

In essence anything you can do with data will amount to processing.