**Transforming Data Collection from the UK Financial Sector:
Nomination Form for Governance and Delivery Groups**

This form should be completed by individuals intending to join the Bank of England and FCA's joint work programme on Transforming data collection from the UK financial sector. For information about the selection criteria and terms of reference please visit the Bank [website.](https://www.bankofengland.co.uk/paper/2020/transforming-data-collection-from-the-uk-financial-sector) Please complete all of the fields below and include any relevant skills and experience. The deadline for applications is the 15th June 2021. Please email your submission to TDC.Secretariat@bankofengland.co.uk. If you have any further questions do write to us at the same email address.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Job title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Firm / Organisation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nomination for **governance group** (delete if not applicable)

* Reporting and data standards transformation board
* Reporting transformation committee
* Data standards committee

Nomination for **delivery group** (delete if not applicable)

* Core delivery team
* Design advisory team
* Product owner group

Please describe your relevant skills and experience (max 500 words):

I confirm that I have approval from my organisation to be nominated (delete if not applicable)

Yes / No

**Privacy notice**

*Information we collect*

In this form the Bank of England and the Financial Conduct Authority (‘we’) collect personal data about you. This information includes contact details and professional information, including summary of role and experience. The Bank and FCA will also collect views, opinions and further personal data where this is shared either verbally or in writing (eg by using a ‘chat’ function) by individuals participating in online meetings for any of the governance or delivery groups.

*Why we need your personal data*

The Bank and FCA collect your personal data for the purpose of reviewing and assessing your application to become a member of a committee or delivery group, to communicate with you and to advance the purposes of the “Transforming data collection from the UK financial sector” (‘TDC’) programme as set out more fully in the Terms of Reference published [here]. If you do not provide the information then you may not be able to participate in the relevant committee or delivery group.

*What we do with your personal data*

The Bank and the FCA are likely to be joint ‘controllers’ in respect of the personal data they process for the selection of members and the running of meetings. In other respects the Bank and FCA is each likely to be a separate ‘controller’ with respect to their own processing of personal data in connection with the TDC programme.

The information will be used by the Bank and FCA for the purpose of reviewing and assessing applications to become a member of any group, to communicate with members of the various groups and to advance the purposes of the TDC programme as set out more fully in the Terms of Reference.

The Bank and the FCA will process personal data where necessary for the performance of tasks carried out in the public interest being the establishment of a committee or delivery group to facilitate transforming data collections for the benefit of the wider industry. The Bank and FCA may share personal data with other members and with observers of the governance and delivery groups where necessary for this purpose, such as in minutes published on the websites of the Bank and FCA.

Personal data will only be retained for eight years from your last interaction with us to facilitate the TDC programme or otherwise in accordance with the Bank’s or FCA’s applicable document retention policies, which are available [here](https://www.bankofengland.co.uk/-/media/boe/files/about/human-resources/records-classification-scheme.pdf?la=en&hash=885AC4A5171EA754039755125A7F3210835C5606) and [here](https://www.fca.org.uk/publication/systems-information/retention-schedule.pdf). Information provided during an online meeting such as a ‘chat’ function may be recorded by the Bank and/or FCA and stored for up to seven days.

*Your rights*

You can request that your personal data should no longer be used, by writing to the secretariat at TDCSecretariat@bankofengland.co.uk.

Further information about how the Bank processes personal data is set out in the Bank’s Privacy Notice at: <https://www.bankofengland.co.uk/legal/privacy>.

Further information about how the FCA processes personal data is set out in the FCA’s [Privacy Notice](https://www.fca.org.uk/privacy).

Where the Bank or the FCA uses an online services provider to run meetings then the following further privacy information will apply:

* + where Microsoft Teams is used: <https://privacy.microsoft.com/en-gb/privacystatement>;
* where Zoom is used: <https://zoom.us/privacy>.

You have a number of rights under data protection laws. To contact an organisation about those rights, including making a request for the personal data the organisations hold, visit the relevant website listed above. You can also report concerns to the Information Commissioner’s Office, the regulatory authority for data protection in the UK. Contact details can be found on their [website](https://ico.org.uk/concerns).