**List of processing activities for registrars, superintendent registrars and registration authorities**

1. **Collection of data**

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| **DATA PROVIDER** | **PURPOSE** | **INFORMATION** | **PERSONAL INFORMATION** | **STATUTORY BASIS** | **LAWFUL BASIS (under Article 6 GDPR)** |
| \*Qualified informant | Birth registration  (including still birth) | Registration district and sub district of birth  Entry number, date and place of birth  Name and surname  Sex  Name, surname and occupation of father (if recorded)  Name, surname and occupation of mother  Usual address  Name, surname and usual address of the informant (if not the mother or father)  Date of registration  Name of registrar | Yes | S1 Births and Deaths Registration Act 1953  Regulation 7 Registration of Births and Deaths Regulations 1987 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| \*Qualified informant | Birth registration | Age of mother  Age of father or parent (if registered)  No. of previous children  Date of marriage or civil partnership of parents (if appropriate)  Whether the mother had any marriage or civil partnership before that date | Yes, as linked to the birth registration | S1 Population Statistics Act 1938 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| \*Qualified informant | Birth registration | Industry of employment and employment status | Yes, as linked to the birth registration | No provision | 6 (e) public task  The right to have personal data erased does not apply |
| \*Qualified informant | Death registration | Registration district and sub district of death  Entry number, date and place of death  Name, surname, maiden name (if applicable)  Sex  Occupation and usual address of the deceased  Date and place of birth of the deceased  Name, surname and usual address of the informant  Cause of death  Date of registration  Name of the registrar | Yes, in relation to informant’s details | S15 Births and Deaths Registration Act 1953 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| \*Qualified informant | Death registration | Condition of deceased (i.e. single, married etc)  Age of surviving spouse or civil partner (if any) | Yes, as linked to death registration which contains the informant’s details | S1 Population Statistics Act 1938 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| \*Qualified informant | Death registration | Length of stay in a communal establishment  Industry of employment and employment status of the deceased | Yes, as linked to death registration which contains the informant’s details | No provision | 6 (e) public task  The right to have personal data erased does not apply |
| \*Qualified informant | Medical certificate of cause of death | Interval between onset of disease and death  Place of death and if in a hospital, the name of the consultant  Date last seen alive  Whether seen or not seen after death  Whether referred to the coroner and by whom  Whether additional medical details sought | Yes | S22 Births and Deaths Registration Act 1953 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Party to a marriage | Marriage notice | Name and surname  Date of birth  Sex  Condition  Occupation  Address  Period of residence  Place of marriage  Nationality | Yes | S27 Marriage Act 1949  Regulation 4 Registration of Marriage Regulations 2015 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Party to a marriage | Marriage registration | District of marriage  Place of marriage  Entry number  Date of marriage  Name and surname of parties to the marriage  Age, condition, rank or profession  Residence at the time of the marriage  Name, surname and rank or profession of each party’s father  Signatures of both parties and their witnesses  Name of the person(s) who conducted, and registered the marriage | Yes | S53 Marriage Act 1949  Regulation 12 Registration of Marriage Regulations 2015 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Party to a civil partnership | Civil partnership notice | Name and surname  Date of birth  Sex  Condition  Occupation  Address  Period of residence  Place of formation of civil partnership  Nationality | Yes | S8 Civil Partnership Act 2004  Regulation 3 Civil Partnership (Registration Provisions) Regulations 2005 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Party to a civil partnership | Civil partnership register | Registration Authority where the civil partnership was registered  Date and place of civil partnership registration  Name and surname of civil partners  Date of birth, sex, condition and occupation of the civil partners  Residence at the time of the civil partnership registration  Father’s name, surname and occupation of each civil partner  Mother’s name, surname and occupation of each civil partner  Signatures of civil partners  Name and surname of witnesses  Signature of civil partnership registrar | Yes | S2 Civil Partnership Act 2004  Regulation 11 Civil Partnership (Registration Provisions) Regulations 2005 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |

1. **Sharing of registration information**

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| **Civil Registration services** | | | | | |
| **RECIPIENT** | **PURPOSE** | **INFORMATION** | **PERSONAL INFORMATION** | **STATUTORY PROVISION** | **LAWFUL BASIS (Under Article 6 GDPR)** |
| Applicant for a certificate | To obtain a certified copy of a birth, death, marriage or civil partnership entry | Where the applicant can identify the relevant entry and pay the fee, all the information contained in a birth, death or marriage entry; name, surname and date of birth for a short certificate; full details from a civil partnership entry where the applicant can provide the address of the civil partners; all information excluding address of the civil partners where the applicant cannot provide it. | Yes | S31 and S33 Births and Deaths Registration Act 1953  S64 Marriage Act  Regulation 15 Civil partnership (Registration provisions) Regulations 2005 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Superintendent registrar | To certify registration records | Quarterly returns of births (including still- births) and death registrations from registrars | Yes | S26 Births and Deaths Registration Act 1953 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| To certify registration records | Quarterly returns of marriage registrations from everyone required to register marriages | Yes | S57 Marriage Act 1949 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Registrar General | To compile and maintain a central record of registration events | Certified copies of birth (including still births) and death registrations from superintendent registrars | Yes | 27 Births and Deaths Registration Act 1953 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| To support UK Statistics Authority requirement to produce statistical information | Birth, still-birth and death confidential particulars to be collected by the RG | Yes | S2 Population (Statistics) Act 1938 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| To support UK Statistics Authority requirement to produce statistical information | Birth, still-birth and death voluntary particulars | Yes | No provision | 6 (e) public task  The right to have personal data erased does not apply |
| To support UK Statistics Authority requirement to produce statistical information | Medical Certificate of Cause of Death additional information | Yes | Regulation 11 The Registration of Births Deaths and Marriages Regulations 1968 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| To compile and maintain a central record of registration events | Certified copies of marriage registrations from superintendent registrars | Yes | S58 Marriage Act 1949 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| To report an offence or suspicion of an offence | Forged documents | Yes | Regulation 72(1)(b) of the Registration of Births and Deaths Regulations 1987 (births and deaths)  Regulation 23(1) of the Registration of Marriage Regulations 2015 (marriages)  Regulation 18 of the Civil Partnership (Registration Provisions) Regulations 2005 (civil partnerships) | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Crime fighting purposes | Suspicious applications for birth certificates, benefit fraud, fraudulent documents etc. | Yes | Schedule 6 Immigration Act 2014 | 6 (e) public task  The right to have personal data erased does not apply |
| **Other Government Departments** | | | | | |
| Department for Work and Pensions | In relation to its functions under the Contribution and Benefits Act and the Social Security Administration Act 1992 | Death registration extracts  via Tell Us Once    Via BD8 form | No  No | S125 Social Security Administration Act 1992  The Social Security (Notification of Deaths) Regulations 2012  Provision under review | Not applicable as not personal information  Not applicable as not personal information |
| To support the Tell us Once birth service | Birth information from registrations and declarations | Yes | S19A Registration Service Act 1953 | 6 (e) public task  The right to have personal data erased does not apply |
| Department of Health and Social Care | To assist the delivery of those functions exercisable by the organisation in relation to the health service | Death registrations due to vaccination (form 111) | Yes, as contain informant’s details | Provision under review | 6 (e) public task  The right to have personal data erased does not apply |
| Home Office (United Kingdom Visas and Immigration/Immigration and Enforcement) | HO Immigration enforcement action | Information held by the registration officer in relation to sham marriages | Yes | S24 Immigration and Asylum Act 1999  The Reporting of Suspicious Marriages and Registration of Marriages (Miscellaneous Amendments) Regulations | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| HO  Immigration enforcement action | Information held by the registration officer  (S24A Sham CP) | Yes | S24A Immigration and Asylum Act 1999  The Reporting of Suspicious Civil Partnerships Regulations 2005 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| HO Immigration enforcement action | Information held by the registration officer  (where registration officer suspects immigration offences e.g. overstayers, working illegally) | Yes | Schedule 6 Immigration Act 2014 | 6 (e) public task  The right to have personal data erased does not apply |
|  | HO Immigration enforcement action | Information held by the registration officer where request received | Yes | Schedule 6 Immigration Act 2014 | 6 (e) public task  The right to have personal data erased does not apply |
|  | HO Immigration enforcement action (Secretary of State) | Supply nationality documents where it is suspected that an individual may be liable to removal from the United Kingdom and the document may facilitate the removal. | Yes | Section 20A Immigration and Asylum Act 1999 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| **Local Authorities** | | | | | |
| Education department | For those education functions the LA is required to deliver | Birth and Death registrations | Yes | S564(3) Education Act 1996 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Council Tax Billing Authorities | For those functions set out in part 1 of the Government Finance Act 1992 | Name and surname, date of death and usual address of deaths of over 18s | No | Para 13 Sch 2 Local Government Finance Act 1992Reg 5 Council Tax (Administration and Enforcement) Regulations 1992 | Not applicable as not personal data |
| Electoral Registration Officers | To maintain an accurate list of those entitled to be registered on the electoral register and qualifying addresses | Inspection, with authorisation to make copies, of records kept (in whatever form). Relates to marriages and deaths. | Yes | S53(3) Representation of the People Act 1983  Reg 35 Representation of the People (England and Wales) Regulations 2001 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Local Safeguarding Children Board | Functions as set out in s1(1) of the Children and Young Person Act 2008 | Death registrations of under 18s | Yes, as contain informant’s details | S31 Children and Young Persons Act 2008 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Fraud department | Crime fighting purposes | Offences relating to council tax benefit or housing benefit | Yes | Schedule 6 Immigration Act 2014 | 6 (e) public task  The right to have personal data erased does not apply |
| Safeguarding Team | Child and adult protection | Suspected maltreatment of an adult or child | Yes | Schedule 6 Immigration Act 2014 | 6 (e) public task  The right to have personal data erased does not apply |
| **Others** | | | | | |
| Coroner | Investigations | Deaths falling into those categories set out in regulation 41 of Registration of Births and Deaths regulations 1987 | Yes, as contain informant’s details | Births and Deaths Registration Act 1953  Regulation 41 Registration of Births and Deaths Regulations 1987 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| National Health Service Commissioning Board, Clinical Commissioning Groups, local authorities (England) | To assist the delivery of those functions exercisable by the organisation in relation to the health service | Birth (including still birth) and Death registrations | Yes | S269(2) National Health Service Act 2006 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| National Health Service Local Health Boards (Wales) | To assist the Local Health Boards in the performance of their functions in relation to the health service | Birth and Death registrations | Yes | S200(2) National Health Service (Wales) Act 2006 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Public pension payers | To assist government departments in the administration of pensions | Death registrations of public service pensioners (form 111) | Yes, as contain informant details | Provision under review | 6 (e) public task  The right to have personal data erased does not apply |
| General Pharmaceutical Council | Removal of names from the register | Death notifications (form 111) of registered pharmacists and registered pharmacy technicians | Yes, as contain informant’s details | Pharmacy Order 2010 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Law Society | Removal of names from the register | Death certificates of solicitors | Yes, as contain informant’s details | Provision under review | 6 (e) public task  The right to have personal data erased does not apply |
| General Optical Council | Removal of names from the register | Death certificates of opticians | Yes, as contain informant’s details | S10(2) Opticians Act 1989 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| District Medical Officer (England). Chief Administrative Medical Officer (Wales) | Removal of names from the register | Death certificates of midwives | Yes, as contain informant’s details | Provision under review | 6 (e) public task  The right to have personal data erased does not apply |
| General Medical Council | Removal of names from the register | Death registrations of registered medical practitioners (form 111) | Yes, as contain informant’s details | S30(6) Medical Act 1983 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| General Dental Council | Removal of names from the register | Death registrations of dentists (form 111) | Yes, as contain informant’s details | S23(1) Dentists Act 1984 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |
| Royal College of Veterinary Surgeons | Removal of names from the register | Death registrations of veterinary surgeons (form 111) | Yes, as contain informant’s details | S13(1) Veterinary Surgeons Act 1966 | 6 (c) legal obligation  The rights to object to processing of personal data or have personal data erased do not apply |

\*A qualified informant is a person permitted in law to register a birth, death or still-birth