

LONDON GATWICK AIRPORT - DATA REQUEST

REQUEST FOR DISCLOSURE OF PERSONAL DATA HELD BY GATWICK AIRPORT LTD

UNDER s.35 DATA PROTECTION ACT 1984 and s.29 DATA PROTECTION ACT 1998

TO: Data Controller - London Gatwick Airport

ADDRESS: Destinations Place
London Gatwick Airport,
West Sussex RH6 ONP

Email completed form to

Sound: telecoms.admin@gatwickairport.com

CCTV: gatwick.cctv.request@gatwickairport.com

ID Centre: idcentre@gatwickairport.com

Data From: ID Centre Data Base: ☐ ☒ CCTV System: ☐ ☒ Digital Sound Media ☐ ☒ Other (specify) ☐ ☒

Requested:

DVD/CD ☐ ☒ Information Only ☐ ☒ Memory Stick* ☐ ☒ Paper Copy/Transcript ☐ ☒ Data File (e.g. Box) :

Media Log No's

Nature of Request: Data Transfer of Media ☐ ☒ or Data Viewing/Listening Only ☐ ☒

Reason the information is required:

DECLARATION

I certify that the data is required for the purpose of:

☐ ☒ Operational Management ☐ ☒ Security ☐ ☒ Health & Safety
as registered in the Data Protection Register

It will not be used in any way incompatible with the purpose for which it is being disclosed.

The Recipient undertakes to keep confidential any Confidential Information which it obtains under or in connection with this Agreement, not to disclose such Confidential Information to any other person

I understand that if any information on this form is omitted or wrong I may be committing an offence under Section 5(6) of the 1984 Act and/or Section 55 of the 1998 Act.

Signed:

Date:

Full Name

Warrant or ID Number:

Job Title:

Company/Police Force

Address:

Release:

Approved/Declined

Signature:

Print Name:

on behalf of the Gatwick Airport Ltd data
Controller

Job Title: ☒

Security Manager ☐

ID Centre Manager ☐

Head of Airport Security ☐

GCC Leader ☐

EDM (sound media only) ☐

IT Senior Manager (sound media only) ☐

Airside Operations Manager (sound media only) ☐

AFS Station Manager (sound media only) ☐

Date:

**If declined state
reason**

*The use of memory sticks is only with the consent of departmental senior manager. Personal media storage devices must not be used.

If the Data Controller decides to comply with the request, the details will be returned, in writing, to the address specified above. The Act permits 40 days to comply but every effort will be made to respond as soon as possible.