

# Scotland's Census 2022 Data Protection Privacy Notice ►

## Introduction

This Privacy Notice tells you what to expect when you take part in Scotland's census. It tells you what personal information we collect, why we collect it, how we use it, who we share it with and how we protect it.

## Purpose of the census

Scotland's census is the official count of every person and household in the country. It usually takes place every 10 years to enable the Scottish Government and other public bodies to gather vital information to help make decisions and design services on things like schools, roads and hospitals in your local community.

## Data collected by the census

The census will ask you a range of personal questions about you and your property. The most identifiable data we collect will be your name, date of birth and address. We will ask for this information during the census to help us count the relevant individual(s) and household once. This information will help us to provide data about the age of Scotland's population and the population levels across the country.

## Other personal information we may collect

If you contact us using the contact form on our website or through our helpline we may also ask for some personal information so we can reply to you. This may be your name, email address, phone number. For other types of enquiries, we may ask for further details.

## How we will collect the data

For the census all information will be collected online, via a paper questionnaire, or over the telephone.

## Lawful basis for the processing

We will collect this information as a legal requirement of the Census Act 1920. The lawful basis for the collection and processing of personal data for the census is the 'public task' basis – the exercise of official authority vested in the Registrar General for Scotland as the data controller (Article 6(1)(e) of the UK General Data Protection Regulation (UK GDPR)).

The processing of special category personal data is lawful because the processing is:

- for reasons of substantial public interest in UK law (UK GDPR - Article 9(2)(g))
- necessary for scientific or historical research or statistical research purposes (UK GDPR - Article 9(2)(j)) in accordance with safeguards required by Article 89(1) of UK GDPR and Section 19 of the Data Protection Act 2018

### **Retention and disclosure of data**

All census data will be kept secure and confidential for 100 years. The data will not be disclosed without lawful authority. Before we publish data, we remove all personal information. This means you cannot be identified by any of the census data we publish. Census data may be accessed by approved researchers for projects with demonstrable public benefit. All access will be provided using appropriate safeguards to preserve data confidentiality.

### **Your legal rights**

You have a legal responsibility to complete the census questionnaire. You may be prosecuted if you refuse to complete the questionnaire or neglect to answer a question (other than those shown to be voluntary), provide a false answer to a question, or if you sign a false document. In some cases, you may receive a criminal record and fine. Your responses do not otherwise affect your legal rights, obligations or status, or those of the people to whom the responses relate. The questions about trans status or history, sexual orientation, and religion are voluntary. You do not have to answer these questions if you do not want to.

Due to the nature of the census, your rights as a data subject are significantly restricted. If you wish to complain or exercise your data subject rights in accordance with the UK GDPR, the Data Protection Act 2018 or any other legislation then please contact us. If you consider the processing of your data to still be inappropriate or unlawful after receiving our response, you have a right to lodge a complaint with the Information Commissioner's Office (ICO) by visiting them at **[www.ico.org.uk/make-a-complaint](http://www.ico.org.uk/make-a-complaint)** or by contacting the ICO by telephone on **0303 123 1113**.

### **Data controller**

The Registrar General for Scotland is the data controller for the information we collect and process. You can contact them via our Data Protection Officer at:

Data Protection Officer  
National Records of Scotland  
HM General Register House  
2 Princes Street  
Edinburgh, EH1 3YY  
Tel. No. 0131 535 1314  
Email: [dataprotection@nrscotland.gov.uk](mailto:dataprotection@nrscotland.gov.uk)

### **Review and changes to this notice**

This Privacy Notice is kept under regular review. The last review was 28 July 2021.