

**Template Version 3**

# SAVVI Data Ask

| revision | on         | notes                            |
|----------|------------|----------------------------------|
| 1        | 20/12/2023 | 1st draft                        |
| 2        | 27/03/2024 | Updated for the revised playbook |
| 3        | 28/07/2025 | Purpose Compatibility            |

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This document defines an 'ask for data', that can be put to a Source Organisation to establish, in principle, that data that they control can be reused for a new Purpose.

## How to complete this document.

You should create a separate 'Data Ask' for each combination of

|                     |                                                                                                               |
|---------------------|---------------------------------------------------------------------------------------------------------------|
| Source Organisation | An Organisation that controls Data                                                                            |
| Information Type    | A generic description of a dataset that one or many organisations may hold, collected for a specific PURPOSE. |

|             |                                                                                                                                                                               |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|             | This will have been defined in the SAVVI Data Flow Map                                                                                                                        |
| New Purpose | <p>The remit that an Organisation has to carry out an initiative covering one or more VULNERABILITYs.</p> <p>This will have been defined in the SAVVI Purpose Definition.</p> |

### Change Control

This will be a living document; keep a note of its revision history.

| revision | on | by | status | note |
|----------|----|----|--------|------|
|          |    |    |        |      |

## The Ask

|                                                                                                       |  |
|-------------------------------------------------------------------------------------------------------|--|
| <b>The 'ask' is made by:</b>                                                                          |  |
| <b>Contact:</b>                                                                                       |  |
| <b>This 'ask' is made to:</b>                                                                         |  |
| <b>Contact:</b>                                                                                       |  |
| <b>Date:</b>                                                                                          |  |
| <b>Summary</b><br><br>Provide a summary of the 'ask' which is then later described in greater detail. |  |

## The 'Information Type' and the new Vulnerability Purpose

This will be taken from

- SAVVI Data Flow Map
- SAVVI Purpose Definition

|                                                     |  |
|-----------------------------------------------------|--|
| <b>Information Type</b>                             |  |
| <b>Original Purpose of the Information Type</b>     |  |
| <b>New Purpose for the Vulnerability Initiative</b> |  |

## The Vulnerabilities that are covered

This will be taken from the SAVVI Purpose Definition

|                      |                    |
|----------------------|--------------------|
| <b>Vulnerability</b> | <b>Description</b> |
|                      |                    |
|                      |                    |
|                      |                    |

## Why tackling these Vulnerabilities is Important

This is taken from the SAVVI Rationale.

|  |
|--|
|  |
|--|

## The Risk Factors

List the Risk Factors that can be derived from the Information Type.

Values can be

- Yes
- Yes/No
- {a number range}
- {a list of terms}

| Risk Factor | Definition | Values |
|-------------|------------|--------|
|             |            |        |
|             |            |        |
|             |            |        |
|             |            |        |
|             |            |        |

## Selection Criteria

Define filters that restrict the selection of records to just those that are relevant.

|  |
|--|
|  |
|--|

## The Data Subject

Define the data items that are required to identify the person or household that the Risk Factors apply to. Add other rows for other data items id necessary.

|                            |  |
|----------------------------|--|
| <b>Name</b>                |  |
| <b>Gender</b>              |  |
| <b>Date of Birth</b>       |  |
| <b>Personal Identifier</b> |  |

|                            |  |
|----------------------------|--|
| <b>Residence Address</b>   |  |
| <b>Property Identifier</b> |  |

## Who will Receive the Data?

|                                                       |  |
|-------------------------------------------------------|--|
| <b>Type or legal status of the Lead Organisation:</b> |  |
| <b>Jurisdiction ( e.g. England )</b>                  |  |

## Why is the Data Necessary?

This will be taken from the SAVVI Risk Policy

|                                                                                                             |  |
|-------------------------------------------------------------------------------------------------------------|--|
| <b>How will the Risk Factor data be combined with other data to assess the risk of the Vulnerabilities?</b> |  |
| <b>What is the evidence that the Risk Policy is successful, and uses the minimum data necessary?</b>        |  |
| <b>Can this data be accessed from another source?</b>                                                       |  |

### **Purpose Compatibility or a New Lawful Basis**

Complete **one** of the two sections below, and **delete** the other

- A Purpose Compatibility Assessment was carried out and concluded that the new Purpose **is** compatible with the original Purpose
  - complete the Compatibility section and delete the New Lawful Basis section
  - the 'rationale' should be copied over from the Purpose Compatibility Assessment

- A Purpose Compatibility Assessment was **not** carried out, or, it concluded that the new Purpose is **not** compatible with the original Purpose
  - delete the Compatibility section and complete the New Lawful Basis section

## Purpose Compatibility

**After an assessment, we have concluded that the new Purpose for the data, is compatible with the original Purpose.**

We have considered ...

- the new purpose is not significantly different
- is not likely to be unexpected
- would not have an unjustified impact on the individuals.

|                  |  |
|------------------|--|
| <b>Rationale</b> |  |
|------------------|--|

## New Lawful Basis

Specify a lawful basis for the reuse of the personal data and

- additional conditions that will apply
- one or more legal gateway(s).

|                                                                                                                                                                                                                                                                                                                                                                           |                                  |                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------|
| <b>Lawful Basis to process personal data:</b>                                                                                                                                                                                                                                                                                                                             |                                  | <input type="text"/> |
| <b>Legal Gateway:</b><br><br>If your lawful basis is on of <ul style="list-style-type: none"> <li>• Legal Obligation</li> <li>• Public Task</li> </ul> provide the legislation that enables the data processing<br><br><i>I.e. specific sections within Acts. If possible, prove links to <a href="https://www.legislation.gov.uk">https://www.legislation.gov.uk</a></i> |                                  |                      |
| <b>Special Category conditions:</b>                                                                                                                                                                                                                                                                                                                                       | <input type="text" value="N/A"/> |                      |
| <b>Criminal Offence Data Condition:</b>                                                                                                                                                                                                                                                                                                                                   | <input type="text" value="N/A"/> |                      |



SAVVI - Data Ask