



Legitimate Interest Assessment

This assessment has been prepared in anticipation of the General Data Protection Regulation (GDPR) which is applicable from 25 May 2018 and has been reviewed and approved by the SASLI Board of Trustees on 27 April 2018.

SASLI is the regulatory body in Scotland which:

- maintains the Scottish Register of different categories of communication professionals and agencies;
- sets minimum standards for registration;
- sets minimum ongoing professional development requirements;
- ensures SASLI Members comply with SASLI's policies;
- promotes awareness of SASLI and the purpose of registration;
- provides information, advice and direction for people considering a career in interpreting or communication support with deaf and deafblind people

SASLI Registered and Trainee Members provide reassurance to purchasers and users of the service of the level of professionalism expected from the communication professional. SASLI is also a Professional Association, providing support to SASLI Registered and Trainee Members, including:

- provision and organisation of professional development training, information, updates of current working practices, and networking events
- representation of views from its Members at events and consultations

In order to provide the services listed above, SASLI requires to collect personal information from its Members and Registrants. In doing so, it is acting as the Data Controller.

When preparing for the GDPR, SASLI has reviewed how it processes personal data, the reasons for doing so, and the lawful basis on which it does so.

SASLI has concluded that the appropriate lawful basis for the processing of member/registrant data is Legitimate Interests – *See Article 6.1 f) Legitimate Interests – processing is necessary under the Legitimate Interests of the Controller or 3rd Party, unless these interests are overridden by the individual's interests or fundamental rights.*

SASLI is a nationally recognised voluntary regulator for British Sign Language (BSL)/English Interpreters, Deafblind Manual Interpreters, Guide Communicators, Lipspeakers and Agencies providing BSL interpreting services.

Its objectives are:

1. to foster and enhance BSL/English interpreting services so that Deaf and hearing people may have adequate communication for all purposes but particularly in relation to educational, medical, legal, spiritual, employment and general administrative matters.
2. to maintain and administer a Register of BSL/English Interpreters, Deafblind Manual Interpreters, Lipspeakers and Guide Communicators.



Legitimate Interest Assessment

3. to cooperate with any recognised body concerned with the welfare of Deaf people and in the provision of BSL/English interpreting services for Deaf people throughout Great Britain and internationally.
4. to encourage and assist with any training and assessment of those wishing to develop interpreting skills.
5. to encourage good practice in BSL/English interpreting, to represent the interests and views of interpreter Members, and further the profession of BSL/English interpreting nationally and internationally.
6. to generally take such steps as will promote the status and reputation of SASLI .

In order to meet these objectives, SASLI has concluded that it is not appropriate to rely on consent as the lawful basis for the processing of Registrant, Trainee Registrant and Affiliate Member data as SASLI cannot meet its objectives without access to this data. The requirement for freely given consent cannot be met if the Registrant, Trainee Registrant and Affiliate Member must provide the data in order to benefit from the service. SASLI has therefore concluded that the lawful basis on which it should rely for the collection of Registrant, Trainee Registrant and Affiliate Member data is Legitimate Interests. Further, SASLI has concluded that it is in the legitimate interest of the Registrants, Trainee Registrants and Affiliate Members to provide this data, as without it the services that SASLI offer would not be available. SASLI believe that Registrants, Trainee Registrants and Affiliate Members would reasonably expect that this data would be required by SASLI.

The Assessment below sets out the background to this conclusion.

IDENTIFYING A LEGITIMATE INTEREST		
1	What is the purpose of the processing operation?	<p>The purpose of the processing of this data is to allow SASLI to:</p> <ul style="list-style-type: none">• record registration/membership status and category;• provide information, support and advice;• send emails and newsletters regarding SASLI's work;• provide information regarding general meetings;• provide information regarding training events;• evidence accreditation to meet registration/membership criteria and CPD requirements;• provide photo ID cards to Members/Registrants;• send photo ID cards to Registrants;• provide members with a SASLI Website Members Page login;• provide a CPD login;• record the starting date of membership/registration;

Legitimate Interest Assessment

		<ul style="list-style-type: none"> record contact details on the SASLI website directory of communication and language professionals and agencies; record payment records; record evidence of termination of membership/registration.
2	Is the processing necessary to meet the objectives of the organisation or one or more specific objectives of any 3 rd party?	<p>The type of information collected from Registrants, Trainee Registrants and Affiliate Members might include their name, address, contact number and email address.</p> <p>Specifically in the case of registration applications, the personal information collected might include qualification certificates for verification and authentication, references, photos for ID cards and skills related evidence such as intake session video clips, interview papers, follow up correspondence, evidence of Professional Indemnity Insurance cover, signed confirmation of PII and signed confirmation of PVG membership.</p> <p>This data is required to specifically to meet objectives 2, 3 and 4 noted above.</p> <p>Certain data is also required (i.e. contact details) to meet the needs of third parties through access to the SASLI website directory of Registrants, Trainee Registrants and Registered Agencies.</p> <p>Registered and Trainee Members benefit from the existence of the Register which demonstrates accreditation of the skills and knowledge required to carry out an effective service. The Register provides ease of access and contact to individual registrants, offering increased employment opportunities in a wide range of settings. Registrants and Trainee Members also benefit from ongoing training as continuous development and/or enhancement of skills and ongoing expansion of knowledge and vocabulary bases will deliver an efficient service for all involved in the communication. This also meets Objectives 1, 4 and 5 above.</p>
THE NECESSITY TEST		
1	Why is the processing activity important to the Controller?	To meet SASLI's key objective 'to foster and enhance BSL/English interpreting services so that Deaf and hearing people may have adequate

Legitimate Interest Assessment

		communication for all purposes ...', it is necessary for SASLI to maintain its Register, as noted in objective 2 above. To do this, SASLI requires to process Registrants, Trainee Registrants and Affiliate Members' personal data. The personal data is also required to facilitate the provision of BSL/English interpreting services and to develop training and assess the effectiveness of that training.
2	Why is the processing activity important to other parties the data may be disclosed to?	Third parties such as all individuals, groups, organisations and bodies benefit from access to the SASLI website directory of communication and language professionals and agencies in terms of their ability to access interpreting services for Deaf people.
3	Is there another way of achieving the objectives?	SASLI has not been able to identify any other way of achieving its objectives without the collection of this personal data from its Registrants, Trainee Registrants and Affiliate Members.
THE BALANCING TEST		
1	Would the individuals expect the processing to take place?	<p>Prospective SASLI Members are advised that SASLI is a voluntary regulatory body for the following language and communication professionals in Scotland:</p> <ul style="list-style-type: none"> • BSL/English Sign Language Interpreters, • Trainee BSL/English Sign Language Interpreters • Deafblind Manual Interpreters • Guide Communicators • Trainee Guide Communicators • Lipspeakers <p>SASLI also holds a register of:</p> <ul style="list-style-type: none"> • Agencies providing language and communication services in Scotland. <p>The main purpose of regulatory bodies is to 'protect the public'. As the regulatory body in Scotland, SASLI:</p> <ul style="list-style-type: none"> • maintains the Scottish Register of the above registration categories; • sets and oversees quality and standards for registration and professional development; • requests evidence of professional competence to undertake the profession effectively; • sets minimum CPD requirements;

Legitimate Interest Assessment

	<ul style="list-style-type: none"> • ensures SASLI members comply with SASLI’s policies; • promotes awareness of SASLI and registration; • provides Professional Indemnity Insurance cover as part of registration, and • represents SASLI Registered and Trainee members. <p>Registered and Trainee Members are required to comply with a number of SASLI’s policies to maintain and enhance language and communication skills and knowledge to provide effective communication services:</p> <ul style="list-style-type: none"> • Principles of Professional Practice • Continuing Professional Development Policy • Complaint Policy and Procedure. <p>Additionally, Registered and Trainee members provide reassurance to purchasers and users of the service, with the knowledge that the member has met the minimum requirements for registration and that each member is required to keep their skills updated and maintained.</p> <p>SASLI is also a professional association for SASLI Registered and Trainee Members, and has the following duties on behalf of its Members:</p> <ul style="list-style-type: none"> • provision of professional development training and events • organisation of networking events and meetings for its Members • provision of support and advice for its Members and people considering a career in interpreting / language and communication support • links between SASLI Members with Deaf and Deafblind BSL users in Scotland • responses to consultations and requests, where applicable • production of quarterly e-newsletters and regular email-shots to ensure Members remain updated of current affairs and issues • offers of signposting and guidance for further information • provision of a ‘Finding a Language and Communication Professional’ facility for SASLI Registered and Trainee Members, increasing a variety of job prospects
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Legitimate Interest Assessment

		In light of the information SASLI provides to prospective Members and Registrants regarding these requirements and duties, SASLI believe that there will be an expectation of relevant personal information being processed.
2	Does the processing add value to a product or service that the individual uses?	As above, without provision of this data for processing the Registrants, Trainee Registrants and Affiliate Members cannot benefit from the services provided by SASLI.
3	Is the processing likely to negatively impact the individual's rights?	No. The data is being used to the benefit of the individual Registrants, Trainee Registrants and Affiliate Members.
4	Is the processing likely to result in unwarranted harm or distress to the individual?	No. The data is only processed in the way in which it is described in the Privacy Notice.
5	Would there be a prejudice to the Data Controller (SASLI) if the processing does not happen?	Yes. SASLI would not be able to operate its services without the relevant Registrant, Trainee Registrant and Affiliate Member data.
6	Would there be a prejudice to third parties if the processing does not happen?	Yes. Third parties would not be able to access Register information to facilitate the provision of BSL/English interpreting and other registered communication support services.
7	Is the processing in the interests of the individual whose personal data it relates to?	As noted above, SASLI has concluded that it is in the legitimate interest of the Registrants, Trainee Registrants and Affiliate Members to provide this data, as without it the services that SASLI offer would not be available to them.
8	What is the connection between the individual and SASLI?	The individuals supplying the personal data are Registrants, Trainee Registrants and Affiliate Members of SASLI.
9	What is the nature of the data being processed?	See section 1 under Identifying A Legitimate Interest
10	Is there a two-way relationship in place between the organisation and the individual whose personal information is being processed? If so how close is that relationship?	The relationship is ongoing unless the individual ceases to be a Registrant and/or Member in which case the Privacy Notice sets out how long SASLI will hold their personal data for following the end of the relationship.
11	Would the processing limit or undermine the rights of the individuals?	No. The data processing is carried out as set out in the Privacy Notice. The Registrant or Member can leave SASLI at any time on giving at least 7 clear days' written notice to SASLI at which point processing will cease and their personal data will then be held only for as long as the period specified in the Privacy Notice.



Legitimate Interest Assessment

12	Has the personal information been obtained directly from the individual or obtained indirectly?	Directly. Information is obtained through application and membership forms. Evidence and supplementary information are provided by the individual.
13	Is there any imbalance in who holds the power between the organisation and the individual?	No. SASLI can only meet its objectives with the willing participation of its Registrants, Trainee Registrants and Affiliate Members.
14	Is it likely that the individual may expect their information to be used for this purpose?	Yes. See section 1 under The Balancing Test above. Prospective Registrants/ Members are advised of the services that SASLI offers and the information that will be required. The way in which the data is used is also set out in the Privacy Notice sent to Registrants/Members.
15	Could the processing be considered intrusive or inappropriate? Could it be perceived as such by the individual?	No. SASLI only requests information which supports the individual's desire to be a Member and/or Registrant of SASLI.
16	Is a fair processing notice provided to the individual, if so, how? Are they sufficiently clear and upfront regarding the purpose of the processing?	Yes. A Privacy Notice is issued with the SASLI Membership Application and Renewal Forms at least annually. The Notice sets out information on the type of data collected and how/why it is used.
17	Can the individual whose data is being processed control the processing activity or object to it easily?	Yes. The Privacy Notice sets out information on how the individual can access and update their information or arrange for their information to be removed from SASLI's records.
18	Can the scope of the processing be modified to reduce/mitigate any underlying privacy risks or harms?	No. SASLI already requests only the data required to allow them to meet their objectives and to provide the services expected of them by their Registrants, Trainee Registrants and Affiliate Members. The Privacy Notice contains details on the time limits for holding certain data and the security precautions in place for protecting the data and surrounding the destruction of the data when it is no longer required.