



Candidates who will be using the System will also be sent additional guidance by Centres and/or WJEC relating to the processes and procedures involved.

### **What personal data will be processed and why?**

The provision by WJEC of the Remote Invigilation Services will involve the use of the following personal information relating to candidates:

- Your forename and surname;
- Your email address;
- Your candidate Identification Number; and
- Your student card or other form of photographic identification **Photo ID** .

The above personal information will be provided to WJEC by Centres or, in the case of Photo ID, by candidates directly.

Use of the personal information listed above is necessary for the following purposes:

To enable WJEC to make the necessary arrangements with Talview to set up remote invigilation sessions;

To enable Centres to check the identity of candidates by comparing their on-screen image to their Photo ID; and

To enable Talview to share with WJEC and Centres recordings and data generated during remote invigilation sessions.

In addition, the following personal information relating to a candidate will be generated as a result of the candidate use of the System:

A photograph of the candidate carried out by the candidate prior to beginning an online examination or assessment. This will essentially involve the candidate scanning the area around and under their desk in order to provide evidence that the candidate does not have any materials or devices which could be used to assist them during an examination or assessment;

A screen shot of the candidate's desk area to assist with the identification of candidates and so that the AI software referred to above is able to identify a human face when monitoring an online examination or assessment. No facial recognition technology is used within the AI software;

A video recording (film and audio) of the candidate sitting the relevant online examination or assessment. Such recording will be automatically generated and stored under their de70 5e

Data generated by Centre invigilators when invigilating an examination or assessment. Such data will consist of digital flags and commentary (where an invigilator observes behaviour which may indicate candidate malpractice) and an overall compliance rating.

In accordance with normal examination and assessment practice, Centres will be responsible for making final decisions about the presence of candidate malpractice in accordance with their internal policies and procedures.

**What is the lawful basis for WJEC's processing of candidate personal information?**

Personal information can only be used by organisations if such use can be justified by the existence of one or more



If Centres use Live Invigilation, Talview may need to use a sub-contractor established in India to undertake certain tasks.

Consequently, WJEC is required to take additional steps to ensure that candidate personal information is properly protected.

WJEC has undertaken a transfer risk assessment to assess the risks involved in making a restricted transfer to Talview and has concluded that the risk to data subjects is minimal. WJEC and Talview have also put in place additional safeguards to ensure that candidate personal data is appropriately protected.

Centres will only use Live Invigilation where this is agreed with WJEC. In this situation, WJEC will take the steps referred to above to ensure that candidate personal data is appropriately protected.

### **What rights do candidates have in relation to their personal information?**

Individuals have a number of rights in relation to their personal information under UK data protection law. These are:

**A right of access:** This is a right to obtain access to personal information and various supplementary information.

**A right to have personal information rectified:** This is a right to have personal information rectified if it is inaccurate or incomplete.

**A right to erasure:** This is a right to have your personal information deleted or removed in certain circumstances.

**A right to object:** This is a right to object to the use of your personal information in certain circumstances.