

2026 GDPR Audit quick Data Mapping form

Please list all the Documents and Lists you have on computer or paper (record both if on both) which contain personal information covered by GDPR (names, with addresses, email addresses, phone Nos, family groupings etc) pertaining to your role(s) at St. Andrew's, both those which you have received, and those which you have collected yourself (do not include Phone No. lists only held on mobile or home phones). Also record how privacy is maintained.

Holder's name:

Name of Document or File as given to you, (or give it a name describing its use if self-collected)	enter Yes if self-collected: see below **	Where and how kept to achieve privacy and security

** If self collected, and you haven't carried out Data Mapping on this list in the past, please download and complete a full Data Mapping Form from the GDPR Documents page of the website (the File (.docx) version for Windows for completion on computer, or the Document (.pdf) version for Mac or Windows) for each entry as well. Please request any form(s) from me if you can't download.

When completed, please return (each) to me by hand, or if I'm absent, to the Vestry.

Bob Taylor (GDPR Data Processor) (Apr 2026)