


NORMAN MANLEY LAW SCHOOL

	DEPARTMENT: Office of the Principal	DOCUMENT NO: OP/AAPDFo/02	Page 1 of 3
	TITLE: Application for Access to Personal Data Form (AAPDFo)	REVISION NO.: 00	REVISION DATE: October 2, 2024

THE DATA PROTECTION ACT, 2020
APPLICATION FOR ACCESS TO PERSONAL DATA
(under section 6 (2) of the Act) (Regulation 3)

Reference No: *(For Internal Use Only)*

1. Data Controller:

Council of Legal Education, Norman Manley Law School,
8 Ring Road, P.O. Box 231, Mona, Kingston 7,
The University of the West Indies, Mona Campus,
JAMAICA, WEST INDIES.

2. Name of data subject: *(Print)*

Last First Middle

3. Name of applicant: *(If different from data subject)*

(Print)

Last First Middle

4. Sex of data subject Male Female

5. Address:


(Please indicate the address to which correspondence related to your application should be sent).

Home: Mailing

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.....

Tel: Tel:.....

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Email:..... Other:

6. I would like to: *(Please check the relevant box(es))*

be informed whether the personal data of the abovenamed data subject is being processed by you or on your behalf;

be given a description of the:

- data of the abovenamed data subject which is being processed;
- purpose(s) for which the data are being, or are to be, processed; and
- recipients or classes of recipients to whom the data are or may be disclosed;

have the personal data of the abovenamed data subject made available to me and to be advised of the source of the data (if known);

have the personal data of the abovenamed data subject transmitted to the following data controller(s):

Name of data controller:

Address of data controller:

Telephone number: Email:


be informed of the logic involved in the automated decision which was taken regarding the abovenamed data subject;

7. I would like to have the personal data of the abovenamed data subject made available in the following format:

photocopy

electronically

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other (please specify)

Note: Where a fee is applicable, payment will be required before the personal data is, or the logic involved in an automated decision is, made available or the personal data are transmitted to another data controller.

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Signature of data subject/applicant

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Date