

Personal data should be:

- (a) processed lawfully, fairly and in a transparent manner,
- (b) collected for specified, explicit and legitimate purposes,
- (c) adequate, relevant and limited to what is necessary,
- (d) accurate and where necessary kept up to date,
- (e) kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which those data are processed, and
- (f) processed in a manner that ensures appropriate security of the personal data.

Accountability is central to data protection. Data controllers are responsible for compliance with the principles and must be able to demonstrate this to data subjects and the regulator.

You can find our data protection
guidance at ico.org.uk


