



Cabinet Office



Commissioner for Public Appointments

Candidate pack

Closing Date: 16 February 2026 at 11.59pm

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Foreword

Dear Candidate,

Thank you for your interest in this vacancy for the Commissioner for Public Appointments (the "Commissioner").

You may already have some idea about the vital work of the Office of the Commissioner for Public Appointments (OCPA); the following pages will tell you more about the Commissioner's independent function, their purpose, the nature of the role, and the application process. Please do also view the OCPA website to understand their work:

<https://publicappointmentscommissioner.independent.gov.uk/>

The Government is committed to ensuring that the most capable individuals, drawn from the broadest possible range of backgrounds, are appointed to the boards of our nation's most critical public bodies. The Commissioner plays a crucial role in this. This position requires exceptional independent judgement, a deep understanding of public service integrity and good governance, and a clear commitment to championing the Principles of Public Appointments across the public service.

If, after reading the material, you have further questions about any aspect of this post you are welcome to speak to the Propriety and Ethics team at

publicappointments@cabinetoffice.gov.uk. If you have questions about the appointment process, you can contact the Cabinet Office Partnerships & Appointments Team via copa.partnerships@cabinetoffice.gov.uk.

If you believe you have the experience and qualities we are seeking to uphold the standards of public life, we very much look forward to hearing from you.

Diversity and Equality of Opportunity

Public Appointees play an important role in public life on the board of public bodies and in statutory offices. For this reason, it is of great importance that these boards reflect the diversity of the UK as a whole. We welcome applications from all candidates regardless of ethnicity, religion or belief, sex, sexual orientation, age, disability, gender identity or socioeconomic background.

As part of the online application process, we collect data about applicants' characteristics and backgrounds, including information about people's educational and professional backgrounds, so that we can make sure we are attracting a broad range of people to these roles and that our selection processes are fair for everyone. Without this information, it makes it difficult to see if our outreach is working, if the application process is having an unfair impact on certain groups and whether changes are making a positive difference.

When you submit your application, your responses are collected by the Cabinet Office. The data is used to produce management information about the diversity of applicants. You can select "prefer not to say" to any question you do not wish to answer. The information you provide will not be seen by the Advisory Assessment Panel who review applications against the advertised criteria and conduct interviews.

Please find the link in the how to apply section: <https://www.gov.uk/public-appointments>.

Disability Confident

Disability Confident is a voluntary scheme which replaced the Guaranteed Interview Scheme or Two Ticks Scheme that was widely used in Britain. Disability Confident supports the Government's commitment to halve the employment gap between candidates who have disabilities and those who do not by encouraging employers to think about disability and to take positive action to improve how they attract, recruit and retain workers with disabilities.

As a Disability Confident employer, we are committed to ensuring that candidates with disabilities are provided with the adjustments that they require as part of the recruitment process. If you require any reasonable adjustments, please contact the Cabinet Office Partnerships & Appointments Team to discuss your requirements.

We will also offer an interview to a fair and proportionate number of disabled applicants that meet the minimum criteria for the job - by minimum criteria you must be able to provide sufficient evidence to demonstrate relevant skills and experience for each of the selection criterion set out in the [Person Specification](#) section. This does not mean that all candidates who have a disability are entitled to an interview.

The aim of this commitment is to encourage positive action for candidates with disabilities, encouraging them to apply for positions in public life by offering them the assurance that,

should they meet the minimum criteria as advertised for the position; they will be given the opportunity to demonstrate their skills, talent and abilities at the interview stage.

It is important to note that if we receive a higher volume of applications that far exceeds the number of those expected then we may need to limit the overall numbers of interviews offered. This will include the number of interviews offered to Disability Confident candidates that meet the minimum criteria for the role.



Background to the Office of the Commissioner for Public Appointments

The role of the Commissioner was created in 1995 following the First Report of the Committee on Standards in Public Life under the chairmanship of Lord Nolan. The Commissioner is an independent office-holder, appointed by His Majesty The King, on the recommendation of the Prime Minister.

As the independent regulator of public appointments, the Commissioner's statutory functions are set out in the Public Appointments Order in Council 2025. The Order in Council also sets out those bodies and posts that are within the Commissioner's regulatory remit. The Commissioner is supported by a small secretariat which is based in London.

The Order in Council provides for a Governance Code, which sets out the principles and process for how appointments by ministers to the bodies and offices listed in the schedules must be made, and an independent Commissioner who regulates the process.

The functions of the Commissioner are set out in the Order in Council and further detail on their responsibilities are set out in the Governance Code. The Commissioner:

- Must ensure that appointing authorities (ministers) act in accordance with the Governance Code;
- Must carry out an audit of the procedures and practices followed by appointing authorities;
- May conduct investigations into any aspect of public appointments with the object of improving their quality;
- May conduct an inquiry into the procedures and practices followed by an appointing authority in relation to any public appointment whether in response to a complaint or otherwise;
- May require appointing authorities to publish specified summary information relating to public appointments; and
- Must publish an annual report on public appointments which must include:
 - information arising from the audit carried out under article 4(2), including information about non-compliance; and
 - an account of any inquiry into the public appointment procedures and practices of appointing authorities.

Further information on the Office of the Commissioner for Public Appointments and its activities, including its most recent annual report can be found on its website.

The Role

The Commissioner's primary role is to provide independent assurance that public appointments are made in accordance with the Governance Code for Public Appointments, including the Principles of Public Appointments.

The government is committed to making the process of appointing to public appointments more efficient and effective. This is critical to providing an opportunity for exceptional people from across the United Kingdom to serve the public and utilise their skills and expertise to drive progress on the government's missions.

The new Commissioner will need to build on the work of their predecessors to maintain and strengthen the regulatory regime for public appointments to ensure that the system is delivering efficiently and effectively. They will need to work closely with a number of stakeholders including (but not limited to) ministers, chairs of public bodies, senior officials/accounting officers in departments and officials in the Cabinet Office

The successful applicant will be able to demonstrate clear leadership and the ability to identify and drive forward areas of improvement, as well as enthusiasm with progressing the public appointments landscape using methods such as thematic reviews.

They will also understand the key principles of governance and working within a regulatory system. They should be an active advocate for diversity (including using diversity data to analyse progress) and work with departments and the Cabinet Office to encourage candidates from a varied range of backgrounds to apply for a public appointment.

Finally, as part of the government's commitment to deliver change to our country, the next Commissioner will need to be flexible, innovative and forward thinking to support potential wider reform of the public appointments system.

Pre-appointment scrutiny

This role is subject to pre-appointment scrutiny by the Public Administration and Constitutional Affairs select committee.

Pre-appointment scrutiny is an important part of the appointment process for some of the most significant public appointments made by Ministers. It is designed to provide an added level of scrutiny to verify that the recruitment meets the principles set out in the Governance Code on Public Appointments.

The pre-appointment scrutiny aspect of the appointment has two parts.

First, information concerning the appointment and the Minister's preferred candidate will be shared with the relevant select committee. As part of this process you will need to be content for your name and your CV to be shared with the Select Committee as the Government's preferred candidate. You may also be required to complete a pre-appointment hearing questionnaire which could include, among other things:

- declarations of any relevant potential conflicts of interest,
- what you see as the priorities and key risks for the organisation,
- questions about how you would lead the board and work with stakeholders,
- your commitment to standards in public life and how you would handle being in the public eye.

Normally any information provided to the select committee by the Government or a candidate will be published.

Second, it is likely that the select committee will decide to call the Government's preferred candidate to a public hearing before the select committee to answer questions relating to their suitability to the role. You would not be expected to have an in-depth technical knowledge of how the body works or an exact plan of what you would do in the role, however you will be expected to provide a credible representation of your understanding of the work of the body and what your role in its future would be.

The Government is committed to making the public appointments as accessible as possible so that no one is deterred from applying. The Cabinet Office will provide support to you to help you prepare for the hearing and the clerks to the select committee will also be available to discuss with you how the hearing will run. You will also be supported by the Cabinet Office in working with the select committee should you require any adjustment to enable you to participate fully in the hearing process.

For more information about pre-appointment scrutiny, please see the '[Cabinet Office Guidance: Pre-appointment scrutiny by House of Commons Select Committees](#)'

The Liaison Committee also publishes guidelines to select committees for pre-appointment.

You may also find it helpful to review the [Code of Conduct for board members of public bodies](#) which sets out the expectations which the Government places on non-executive members of public bodies.

Person specification and eligibility criteria

All candidates must demonstrate, in their CV and supporting letter, how they meet the following criteria, through their knowledge, attributes and skills.

Essential Criteria

- **Leadership:** The ability to set strategic vision and drive forward priorities to modernise and drive systemic effectiveness of public appointments.
- **Knowledge:** a clear understanding of the work, priorities and challenges of OCPA and the context within which it operates.
- **Experience:** a track record of leading complex systemic change or reform, with a focus on improving efficiency and effectiveness.
- **Judgement:** Effective decision-making skills with the ability to critically analyse a wide range of information to provide rigorous, independent assurance that public appointments are made in accordance with the Principles of Public Appointments and the Governance Code.
- **Relationship building:** the ability to build strong stakeholder relationships, underpinned by personal credibility and integrity, with Ministers, Senior Government officials and external stakeholders.
- **Communication:** Strong communication and interpersonal skills with the ability to listen, accept challenge and constructively challenge others in discussions with clarity and respect.
- **Championing diversity:** The ability to drive improvements in diversity and representation

The successful candidate should not hold any regulated public appointments during their tenure.

Assessment process

During the sift, the Advisory Assessment Panel (AAP) will score each application based on how well candidates meet the essential criteria. Depending on how strong all the applications are, the panel will decide on a minimum score. Only candidates who meet or exceed this score will be eligible for an interview.

Disability Confident - minimum criteria

Candidates applying under the Disability Confident scheme will be eligible for an interview if they provide enough evidence that they meet all the essential criteria. From this group, we'll ensure proportionate number are invited to interview, taking into account the total number of interview slots available.

Time commitment and term of office

Remuneration, allowances and abatement

- The time commitment is **2 days per week**; with a non-pensionable honorarium of **£56,000 per annum** to cover this.
- Remuneration is taxable under Schedule E of the Income and Corporation Taxes Act 1988 (as amended) and subject to Class I National Insurance contributions.
- Reasonable standard travel expenses will be payable.
- The post is not pensionable.

Appointment and tenure of office

- The Commissioner is appointed by the His Majesty the King on the recommendation of the Prime Minister.
- The appointment is for a non-renewable term of **5 years**.
- It will be important that a Commissioner's other commitments do not cast any doubt on their ability to act independently and impartially in discharging the role; any potential conflict of interest must be declared and will be discussed at interview (more detail below).

The Commission is required to adhere to:

- The Cabinet Office [Code of Conduct for Board Members of Public Bodies](#).
- The Seven Principles of Public Life (see [Annex A](#))

Performance appraisal

The Commissioner will be assessed at least once a year against their performance for each year of their appointment, which will be carried out by the Senior Sponsor.

Security Clearance

The successful candidate will be required to undertake Baseline Personnel Security Standard checks in line with the Civil Service guidelines. Additional Security Clearance may also be required for certain roles. However, where this applies, candidates will be notified during the appointment process. Further information on National Security Vetting can be found on the Gov.uk website [here](#).

Recruitment process

Timetable for recruitment

- **Closing date:** 16 February 2026 at 11:59pm
- **Shortlisting:** TBC
- **Interviews held:** TBC
- **Pre-appointment scrutiny hearing:** TBC

It is essential that your statement of suitability gives full but concise information relevant to the appointment, clearly demonstrating how you meet each of the [eligibility criteria](#).

The Advisory Assessment Panel will consist of:

- **Panel Chair:** Simon Madden, Propriety & Ethics Director, Cabinet Office
- **Panel Member:** Moni Mannings OBE, Chair of the Diversity & Outreach Honours Committee
- **Welsh Government Representative:** Dominic Houlihan
- **Senior Independent Panel Member:** Baroness Armstrong of Top Hill¹

Please note that we may reimburse reasonable travel expenses incurred for attending the interview, but you must agree this with us beforehand. Please let **the Cabinet Office Partnerships & Appointments Team** know beforehand if you are likely to claim, along with the approximate costs by contacting copa.partnerships@cabinetoffice.gov.uk.

As a Disability Confident employer we are committed to ensuring that candidates with disabilities are provided with the adjustments that they require as part of the recruitment process. We are able to facilitate a range of different reasonable adjustments; for example, large print recruitment documents or British Sign Language interpretation at interview.

If you require any reasonable adjustments as part of the recruitment process, please contact the Cabinet Office Partnerships & Appointments Team via copa.partnerships@cabinetoffice.gov.uk to discuss your requirements in more detail.

¹ **Baroness Armstrong of Hill Top is a longstanding Labour politician and Life Peer.*

She served as the Labour Member of Parliament for North West Durham from 1987 until 2010. During her time in the House of Commons, she held senior government positions, including serving as a Cabinet Minister (Minister for the Cabinet Office and Minister for Social Exclusion, 2006–2007) and as the Government Chief Whip (2001–2006).

Following her departure from the House of Commons, she was appointed a Life Peer and currently sits as a Labour Peer in the House of Lords.

How to apply and submit your application

In order for us to progress your application please upload your completed application onto your candidate portal on the [Public Appointments website](#). Your application must contain the following documents:

A **Curriculum Vitae** (maximum two sides of A4) with your education, professional qualifications and full employment history.

- A **supporting statement** (maximum three sides of A4), setting out how you meet the [eligibility criteria](#) – make sure you refer to the contents of this document; please ensure your full name is clearly noted at the top of your letter.
- Contact details including e-mail addresses for **two referees**;

If you have any questions about the appointments process please contact the Cabinet Office Partnerships & Appointments Team via copa.partnerships@cabinetoffice.gov.uk.

The Advisory Assessment Panel reserves the right to only consider applications that contain all of the elements listed above, and that arrive before the deadline for applications listed below.

Important - application guidance

To ensure a fair and consistent evaluation process for all applicants, please do not exceed the following page limits for your application:

- **Curriculum Vitae (CV):** Maximum **two pages**
- **Supporting Statement:** Maximum **three pages**

Please be advised that **the AAP will base its judgement solely on the content contained within the specified page limits**. Any text or information that exceeds the two-page (CV) or three-page (Statement) limit will not be taken into consideration.

Ineligibility criteria

You cannot be considered for a public appointment if:

- you have ever been bankrupt or made an arrangement with creditors;
 - your estate has been sequestrated in Scotland or you enter into a debt arrangement programme under Part 1 of the Debt Arrangement and Attachment (Scotland) Act 2002 (asp 17) as the debtor or have, under Scots law, granted a trust deed for creditors;
 - you are disqualified from acting as a company director under the Company Directors Disqualification Act 1986;
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- you have been convicted of a criminal offence; the conviction not being spent for the purposes of the Rehabilitation of Offenders Act 1974 (c. 53);
- you become subject to a debt relief order or a bankruptcy restrictions order;
- you fail to declare any conflict of interest.



How we will handle your application

This appointment will be made on merit following a fair and open competition process which aligns with the Governance Code on Public Appointments. The public appointments process can be lengthy. However, we aim to conclude the appointment process within four months of the deadline for applications – this is in accordance with the Governance Code.

This appointment is made by the Crown following advice of the Prime Minister. In order for this to be facilitated, the Chief Secretary to the Prime Minister (CSPM), acting on behalf of the Prime Minister, will be responsible for overseeing the appointment process and they will be consulted at every stage of the appointments process. To assist them in their decision-making, an Advisory Assessment Panel (the "Panel") is appointed, whose role is to objectively determine which candidates meet the eligibility criteria for the role.

The assessment process for a public appointment is set out below:

1. Shortlisting

At the shortlisting meeting, the Panel will assess applications against the eligibility criteria and decide which candidates should be recommended for interview. CSPM, acting on behalf of the Prime Minister, will then be consulted on and agree the final shortlist.

2. Shortlist outcome

Once the shortlist has been agreed, you will be advised (by email) whether you have been shortlisted. Those shortlisted will then be invited to an interview in London.

3. Interviews & selection

The Panel will meet again to interview candidates and determine who is appointable to the role. Interviews are expected to take place in London and will last for approximately 45 minutes. The names of all appointable candidates, along with the Panel's recommendations and a report detailing the assessment methods and interview outcomes, are provided to CSPM.

4. Interview outcome

After the CSPM has reviewed the panel report his advice will be shared with the Prime Minister. The Prime Minister will then make a recommendation to the Crown who will make the final appointment decision. Once an appointment decision has been made, interviewed candidates will be advised of the outcome of their application. In some circumstances, a candidate will not be appointed and the competition will be re-run.

5. Final approval & Pre-appointment Scrutiny

This appointment is made by His Majesty the King, on the recommendation of the Prime Minister. The successful candidate will attend a pre-appointment scrutiny hearing held by the Public Administration and Constitutional Affairs Committee (PACAC) prior to their formal appointment. Following this hearing, PACAC will publish a report endorsing or not endorsing the appointment.

6. Formal Appointment

Successful candidates will receive a 'Letters Patent' from the Palace to officially confirm their appointment. Upon accepting the position, they will also be given their Terms & Conditions and a letter of appointment.

7. Feedback

Candidates who are unsuccessful at the interview stage will receive feedback from the Cabinet Office Partnerships & Appointments Team. Please note that feedback is only available for interviewed candidates.



Conflicts of interest and due diligence

Given the nature of public appointments, it is important that those appointed as Members of public bodies maintain the confidence of Parliament and the public. If there are any issues in your personal or professional history that could, if you were appointed, be misconstrued, cause embarrassment, or cause public confidence in the appointment to be jeopardised, it is important that you bring them to the attention of the Advisory Assessment Panel (“Panel”) and provide details of the issue(s) in your application. In considering whether you wish to declare any issues, you should also reflect on any public statements you have made, including through social media.

As part of our due diligence checks we will consider anything in the public domain related to your conduct or professional capacity. This will include us undertaking searches of previous public statements and social media, blogs, public registers (e.g. Individual Insolvency Register, Removed Trustee Register, Financial Services Prohibited Individual Register and Disqualified Directors Register) or any other publicly available information.

The Panel must satisfy itself that all candidates for appointment can meet the standards set out in the Seven Principles of Public Life and have no outside interests which present a conflict of interest or otherwise call into question their ability to perform the role. Any actual, reasonably perceived or potential conflicts of interest identified during the appointment process and potential mitigations will be explored with the candidate at interview. This information will also be included in the final advice to Ministers at the end of the appointment process.

If you have any interests that might be relevant to the work of the Commissioner for Public Appointments, and which could lead to a real or perceived conflict of interest if you were to be appointed, please provide details in your application. If you have queries about this and would like to discuss further, please contact the [Cabinet Office Partnerships & Appointments Team](#). A potential conflict will not preclude you from being shortlisted or appointed. However, arrangements may need to be put in place to manage the real or perceived conflict.

Complaints

If you wish to make a complaint about any aspect of the recruitment process, please contact us at copa.partnerships@cabinetoffice.gov.uk. We will investigate your complaint and issue you with a response within 10 working days which addresses your concerns and recommends remedial action if required.

To help us investigate your complaint thoroughly and efficiently, please include the following details:

- Your full name and contact information.
- The specific public appointment you applied for.
- A clear and concise description of the issue.

If you are not content with this response your complaint can be escalated to the Deputy Director of Cabinet Office and Civil Service Governance. They will review your complaint in relation to the recruitment process and issue you with a response within 20 working days.

Our commitment to a fair process

We take all complaints seriously and are committed to investigating them with care and professionalism. To ensure fairness to all candidates and the integrity of our process, we ask that all communications remain courteous and respectful.

Any behaviour that is considered abusive, threatening, harassing or intentionally disruptive to the appointment process will be managed in accordance with our internal policies and procedures. This is to ensure a safe and professional environment for everyone involved.

Use of your personal information

Your personal information will be held in accordance with the General Data Protection Regulation. You will not receive unsolicited paper or electronic mail as a result of sending us any personal information. No personal information will be passed on to third parties for commercial purposes.

When you submit personal information to us when making an application, we promise we will:

- only ask for what we need, and not collect too much or irrelevant information;
- ensure you know why we need it;
- protect it and insofar as is possible, make sure nobody has access to it who shouldn't;
- ensure you know what choice you have about giving us information;
- make sure we don't keep it longer than necessary; and
- only use your information for the purposes you have authorised.

We ask that you:

- give us accurate information;
- tell us as soon as possible of any changes; and
- tell us as soon as possible if you notice mistakes in the information we hold about you.

If you apply for a post, the manner in which we share information with the interview panel is described above.

Our data protection policy is in line with the General Data Protection Regulations and there is more detail in [Annex B](#).

If you would like these details to be removed from our records as soon as this recruitment exercise is complete, please inform the [Cabinet Office Partnerships & Appointments Team](#). The Privacy Notice for Cabinet Office Public Appointments is at Annex B.

Annex A – The seven principles of public life

All candidates for public appointments are expected to demonstrate a commitment to, and an understanding of, the value and importance of the principles of public service. The seven principles of public life are:

Selflessness: Holders of public office should act solely in terms of the public interest.

Integrity: Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

Objectivity: Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability: Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness: Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty: Holders of public office should be truthful.

Leadership: Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Annex B – Privacy Notice

This notice sets out how we will use your personal data, and your rights. It is made under Articles 13 and/or 14 of the General Data Protection Regulation (GDPR).

Purpose

Our purposes for processing your personal data are:

- to recruit for public appointments for the Cabinet Office or one of its sponsored bodies including dealing with applications, selection, appointment, and vetting
- to monitor and promote diversity in appointments, and
- to produce statistics

The data

We will process the following personal data: your application, including name, contact details, location, employment history, qualifications, CV and other background information relevant to your application; sift and interview assessments; and conflicts of interest and political activity.

Diversity data will also be requested if you make an application via the Public Appointments Website, although you may decline to provide this if you wish. This includes age, gender, ethnicity, sexual orientation, recorded disability, and faith.

We may also process other information gathered by Cabinet Office as part of due diligence, including information obtained from public sources including social media.

Information relating to your nationality, address, family history and criminal convictions may be required in order to enable you to hold the necessary security clearance for your new role.

Lawful basis

Our legal basis for receiving and using your information is that it is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller. In this case that is to ensure that high quality candidates are identified via robust recruitment processes in line with the Governance Code for Public Appointments. We also have a public task to monitor and promote diversity under our public sector equality duty.

Where a contract of employment exists, we also process your data on the legal basis that it is necessary for the performance of a contract to which you are a party, and it is necessary in order to take steps at your request prior to entering into a contract.

Sensitive personal data is personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation.

We may process this data to make reasonable adjustments for applicants, and to conduct due diligence checks. Our lawful basis for processing your sensitive personal data is:

- It is necessary for the purposes of performing or exercising our obligations or rights as the controller, or your obligations or rights as the data subject, under employment law, social security law or the law relating to social protection (reasonable adjustments).
- processing is of data concerning ethnicity, religious or philosophical belief, health including disability or sexual orientation, it is necessary for the purposes of identifying or keeping under review the existence or absence of equality of opportunity or treatment between groups of people with a view to enabling such equality to be promoted or maintained (diversity monitoring).
- processing is necessary for reasons of substantial public interest for the exercise of a function of the Crown, a Minister of the Crown, or a government department (diversity monitoring and due diligence).
- It relates to personal data which are manifestly made public by you (due diligence).

Recipients

Information that you supply to the Cabinet Office as part of your application for a Public Appointment may be shared with members of the Advisory Assessment Panel for the purposes of sifting applications and conducting interviews. This may include your name, employment history, qualifications, CV and other background information relevant to your application including sift and interview assessments, conflicts of interest, and political activity. This may also include other information gathered by Departments as part of due diligence, including information obtained from public sources.

As your personal data will be stored on our IT infrastructure it will also be shared with our data processors who provide email, and document management and storage services.

Retention

Cabinet Office will store your application and other data if you are successful for the duration of your appointment and for 2 years thereafter.

If your application is unsuccessful we will retain your data for one year.

International transfers

As your personal data will be stored on our IT infrastructure, and shared with our data processors, it may be transferred and stored securely outside the European Union. Where that is the case it

will be subject to equivalent legal protection through the use of Model Contract Clauses or the Privacy Shield scheme.

Your Rights

- You have the right to request information about how your personal data are processed, and to request a copy of that personal data.
- You have the right to request that any inaccuracies in your personal data are rectified without delay.
- You have the right to request that any incomplete personal data are completed, including by means of a supplementary statement.
- You have the right to request that your personal data are erased if there is no longer a justification for them to be processed.
- You have the right in certain circumstances (for example, where accuracy is contested) to request that the processing of your personal data is restricted.
- You may have the right to request a copy of any personal data you have provided, and for this to be provided in a structured, commonly used and machine-readable format.
- You have the right to object to the processing of your personal data.

Complaints

If you consider that your personal data has been misused or mishandled, you may make a complaint to the Information Commissioner, who is an independent regulator. The Information Commissioner can be contacted at:

Information Commissioner's Office Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF, or 0303 123 1113, or casework@ico.org.uk. Any complaint to the Information Commissioner is without prejudice to your right to seek redress through the courts.

Contact details

The data controller for your personal, equality and diversity data is the Cabinet Office.

The contact details for the Cabinet Office are: Cabinet Office, 70 Whitehall, London SW1A 2AS, or 0207 276 1234, or publicappointments@cabinetoffice.gov.uk.

The contact details for the Cabinet Office's Data Protection Officer (DPO) are: Stephen Jones, DPO, Cabinet Office, 70 Whitehall, London SW1A 2AS, or dpo@cabinetoffice.gov.uk.

The Data Protection Officer provides independent advice and monitoring of Cabinet Office's use of personal information.



Cabinet Office



LEADER
