**What type of data is being processed?**

How is the personal data being processed?

OK to proceed. Anonymous data is not covered by the GDPR.

Has the participant been informed (PIS) **and consented** (consent form) to their personal data being processed in this way?

Participants **must** be informed of how their personal data will be processed. Please see GDPR and Data Protection Guidance for Researchers on transparency requirements.

OK to proceed.

Compliant with the GDPR.

Does the email contain identifiable information?

Are you sending an email with no identifiable information?

Email sent CNTW email address to NHS.net or another safe email address (see email policy)

OK to proceed.

Compliant with the GDPR.

If you are sending an email that does not contain any identifiable information then you may send this to an external email address.