

Data Protection

General Data Protection Regulation

The General Data Protection Regulation (GDPR) is intended to come into force in May 2018. What should you be doing now?

1. Audit your data protection activities

Think about what data you are processing, how you process it and why you process it. Check the legal basis you rely on to process data.

2. Train your staff and officers about the GDPR and their current obligations

Penalties for breaches are much higher under the GDPR – refresh your data handlers' minds about the current requirements and let them know about the GDPR ones.

3. Review how you obtain consent for data processing

The test for obtaining consent is harder under the GDPR, and you may need to revise your current methods for obtaining consent.

4. Appoint a Data Protection Officer

You may be required by law to appoint one under the GDPR. In any event consider appointing someone who can be responsible for your data protection obligations.

5. Consider if you deal with or provide services to children

Children have further protection under the GDPR and you will need to review how you deal with their data.

6. Review your procedures for Subject Access requests

You will only have one month to respond under the GDPR and are unlikely to be able to charge a fee.

7. Check your process for data protection breaches

The GDPR brings in strict rules for notification of breaches. Check your policy and procedure for dealing with any data breach.

8. Be aware of your future plans which may affect data processing

Under the GDPR you may have to do a Data Protection Impact Statement when bringing in new systems or processes. This may include if you bring in a new computer system.

For more information please see our web-site for more detailed guidance or contact us directly.



If you would like to discuss this in more depth or in relation to your particular circumstances please contact:

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