

General Data Protection Regulation (GDPR) Queries

Thank you for contacting us with your GDPR query. Although we can't give advice on individual cases, we will be collating member queries and producing regularly updated FAQ's based on emerging themes.

Visit the website for:

- An update on Data Protection Legislation <u>Good Practice in Action</u> Guidance 097
- <u>FAQ's about GDPR</u>. We'll regularly update these based on the theme's emerging from your queries.
- Links to the Information Commissioners Office (ICO) website. You'll find a useful 12 step checklist which highlights the main areas for consideration in the run-up to GDPR. There is also an 8 step process for small organisations and the self-employed.
- Journal articles about GDPR by <u>Susan Dale</u> and <u>Peter Jenkins</u>

To find out if you need to register with the Information Commissioners Officer, you can take a <u>self-assessment on their website</u>. You can also contact them on a <u>helpline set up to support small organisations</u> through GDPR.

The law is changing on the 25 May 2018. Rather than aiming to be completely compliant by then, it's realistic to have a 'roadmap' of how you are going to achieve complete compliance. A good starting point is to introduce a transparent data processing statement, also known as a privacy statement, for all your clients. You can find examples good privacy statements on the ICO website.

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