2017/18 LAWNET AWARDS WINNER
Law Firm of the Year

#SpireGDPR

EU General Data Protection Regulations

The largest change to data protection laws in over **20 years**

WHAT DO YOU NEED TO DO?

1. Embrace it and ensure it is at the forefront of what you do
2. Ensure you do not leave it too late before taking action
3. Appoint your team or DPO
4. Audit + Risk Assess what personal data you hold and what happens to it
5. Ensure there is a legal basis for the collection and processing of all personal data
6. Review your data notices and policies to ensure transparency + compliance
7. Ensure you understand when consent is required and how to legally obtain this
8. Review all contractual arrangements - especially if information is shared with third parties
9. Record decisions + what you're doing to ensure compliance
10. Create a culture of awareness and train staff
11. Make sure you understand and know how to deal with data subject access requests
12. Ensure you have effective procedures for reporting breaches and keep a register of these

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