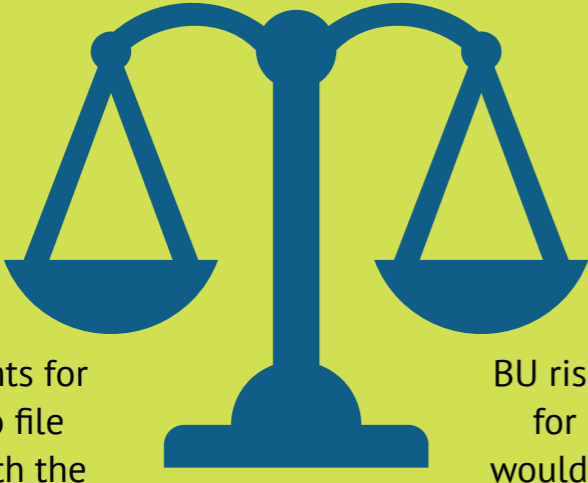# BU Bournemouth University

25 May 2018

General Data Protection Regulation

Be prepared, the GDPR comes into effect May 2018, it has severe implications and penalties for non-compliance.

Applies to **Personal data** - data that allows direct or indirect identification of an individual.
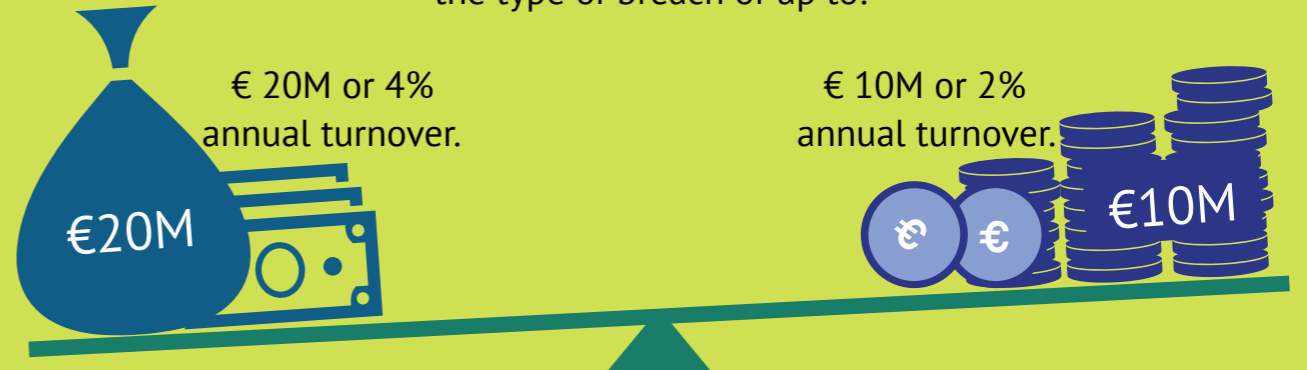
1 Serious implications

Continued rights for individuals to file complaints with the regulator (the ICO) and to claim compensation.

BU risks reputational damage for breaching GDPR, and would be subject to audit and public noncompliance warnings from the ICO.

2 Tough penalties

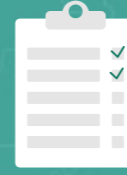Fines on a two-tier basis depending on the type of breach of up to:

€ 20M or 4% annual turnover. **€20M**

€ 10M or 2% annual turnover. **€10M**

Source: ICO - https://goo.gl/DMbZ1G

What do we need to know?

Consent
Will require affirmative agreement (opt-in) and explicit consent for sensitive data, must be verifiable and can be withdrawn by individuals at anytime. more info

Subject access requests
Individuals can access their data within 1 month of request. more info

Deletion
Individuals 'right to be forgotten'. more info
Data on individuals must not be kept for longer than required.

Data portability
New right for individuals to export their personal data in a structured, commonly used format, such as CSV file. more info

Audit
Requires organisational and technical controls to ensure and demonstrate compliance. BU must maintain records of its data processing activities, such as:
- data subjects, types of data and any third party recipients
- processing purposes
- security standards
- retention periods
- any transfers outside the EEA. more info

Data Protection by Design
Requires Privacy Impact Assessments (a.k.a. Data Protection Impact Assessments) to mitigates risks associated with handling personal data (e.g. pseduonymisition, data minimisation and controls). more info

Data breaches
Certain types of breach need to be reported to ICO, via the BU Data Breach Management Plan, within 72 hours. more info

---

What can I do?

- Become informed & raise awareness
- Audit the data you have access to (physical & digital)
- Review your processes / procedures
- Decide what to keep and what to securely destroy /delete
- Seek guidance on protecting data (e.g. encryption)
- Report any concerns, or a data breach incident to dpa@bournemouth.ac.uk infosec@bournemouth.ac.uk

---

So what is happening at BU?

WHAT TO DO NOW?
Find more information

- https://goo.gl/8wV0Fr
- jstevens@bournemouth.ac.uk
- OVC, Poole House, Talbot Campus

Identify data sets, locations, owners and processes.

Review policies, privacy notices, and process and procedures relating to consent, deletion and subject access request.

1 DATA AUDIT

2 THIRD PARTY TERMS

Review third party terms, and supply chains to determine compliance with GDPR

3 DATA PROTECTION MANAGEMENT