

# GDPR readiness and on-going compliance

The GDPR – the new General Data Protection Regulation – comes into force in May 2018 and applies to all businesses, irrespective of company size or sector. Understanding the law's relevance to the individual and to your business, achieving compliance in advance of the last-minute rush, and maintaining on-going vigilance can protect against data breaches, potential fines and reputational damage, as well as boosting your company's competitive advantage now and in the future.

No matter how big or small your company is, how many people you employ, or what sector you operate in, the **GDPR will affect your business and how you handle information**. It's easy to dismiss it as an IT issue, but the information covered by the provisions of the GDPR goes far beyond newsletter lists and online client and supplier databases.

Most of us deal with far more personal and sensitive data than we realise, and we collect it in a vast range of formats: we make CCTV recordings, we log website visits, we collect clock-in timestamps, we hold staff

medical and disciplinary records,

we use physical visitors' books, we share with other organisations... and under the GDPR our handling of all of this information will be subject to scrutiny.

Before your business can be considered GDPR ready, you'll need to understand what the new regulations mean for your

business, ascertain your current situation, and identify where action is needed. It's also essential to recognise that this is not a question of a one-time fix: whether or not you are legally required to appoint a Data Protection Officer, **there will be a continued need for monitoring and management of data protection issues**.

Our multi-disciplinary team of experts can help you assess the current status of your business: what data is collected, where and how it is held, who has access, who it is transferred to, etc., and **carry out a gap analysis to see where improvement is needed** in order to move you forward to GDPR readiness.

We will work with you across all aspects of your organisation – communication, finance, production, inventory, security, procurement, HR... – to develop workable processes and procedures and create realistic strategies to ensure that the new and increased transparency, accountability and governance requirements of the GDPR are met and maintained.

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