



GDPR Your questions answered

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Today's presenters

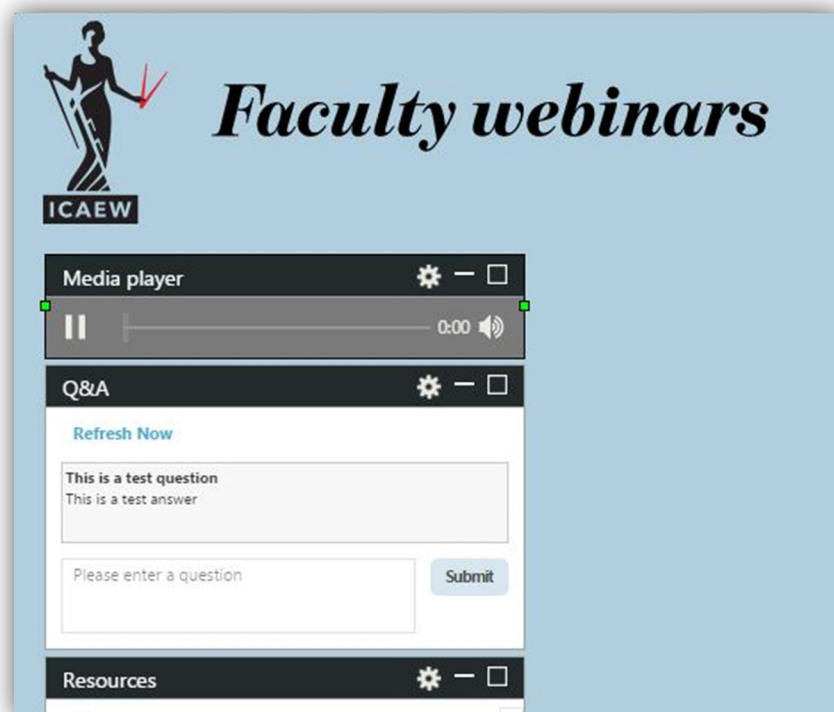
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Ask a question

Type your question into the question box then click submit.

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Poll question 1



- What size of organization do you work for?
 - Very large
 - Large
 - Medium
 - Small
 - Micro

Poll question 2



- How ready are you GDPR?
 - Nearly complete
 - Making good progress
 - Not yet started
 - Have not got a clue



Disclaimer

This webinar is not intended to constitute legal advice. Specific legal advice should be sought before taking or refraining from taking any action in relation to the matters outlined.

Failure to protect data is a business risk



ico.
Information Commissioner's Office

The UK's independent authority set up to uphold information rights in the public interest, promoting openness by public bodies and data privacy for individuals.

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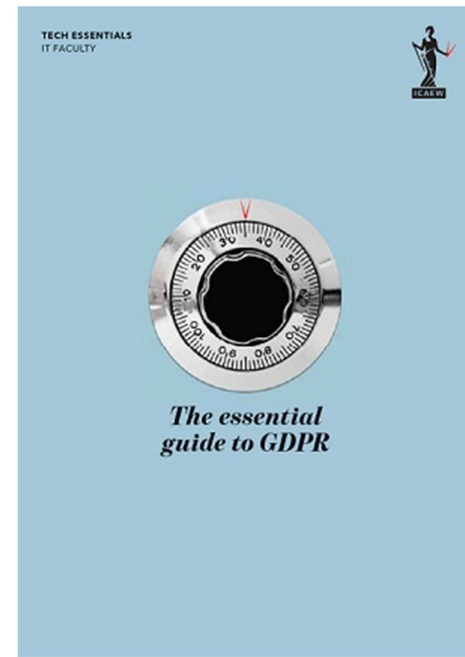
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Carphone Warehouse fined £400,000 after serious failures placed customer and employee data at risk

The essential guide to GDPR



- Published in March 2017
- An **introductory** guide to GDPR
- icaew.com/gdpr
- icaew.com/techessentials





Why bother?

- GDPR approach is similar to the DPA **but**
change of emphasis is significant
- Risks
 - Fines
 - Sanctions
 - Loss of reputation
- Benefits
 - Data protection helps support client trust
 - Improved value of data cleansing to your business
 - Improved cyber security builds business resilience
- GDPR enshrined in the DPA 2018



The questions...

...AND THE ANSWERS



Question 1

Who will be responsible for the protection of payroll data?

Processor/controller are both liable under GDPR.

Question 2



What specific steps should charities take to ensure they are ready for GDPR?

Take the same steps as everyone else.



Question 3

Would a website provider be required to provide a complete history of a user's interaction with the website if they are requested to do so?

If the data is anonymised, and it is not possible to identify an individual, then the data would not need to be provided.



Question 4

*How does GDPR affect email?
Would you have to receive permission to send documents in this way and will any of the other delivery methods be affected?*

Terms of processing need to be in the contract / engagement letter.

Question 5



Will we be allowed to continue to send payslips by email?

Yes, take suitable measures to protect data.

eg, use pass phrase protected PDF payslips.

Question 6



How frequently do I need to gain consent?

No fixed interval.
Every two years recommended.

Question 7



Do I need separate consent forms for each service offering?

Yes.

Question 8



Is there a lower level of compliance for organisations of less than 250 staff?

No – but very limited exemption for some, re: documentation.

Question 9



What information should a Privacy Notice include?

Details of controller, description of the data collected, how and why it will be processed.

Question 10



Will GDPR be applicable once the UK leaves the EU?

Yes, already in the DPA 2018.

GDPR applies to any country that processes EU citizen data.

Question 11

Will GDPR restrict our ability to perform direct marketing activity?

For example, from purchased mailing lists.

It will depend on the consent obtained by the person collecting the data.

Do they have permission to pass on the data to you?

Question 12



How would I go about recording what data I store, how I use it and who share it with?

Use ICO templates.
Document your policies and procedures.



Question 13

Is the encryption of personal data required during transmission and when personal data is stored?

Similar to DPA; evaluate the risks and take appropriate measures.

Do you need to send the data?



Your questions...



Resources...

- GDPR hub: icaew.com/gdpr
 - Essential Guide to GDPR
 - Frequently asked questions parts 1, 2 and 3
 - Example engagement letters to come
 - Updated data retention policies
- Summary of today's Q&A on GDPR hub
- Information Commissioners Office (ICO): ico.org.uk
 - Documentation templates

GDPR Portal





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IN THIS SECTION

General Data Protection Regulation (GDPR)

Background information on the General Data Protection Regulation legislation.

This content is not intended to constitute legal advice. Specific legal advice should be sought before taking or refraining from taking any action in relation to the matters outlined.

Please note: guidance on all aspects of the GDPR and how to implement it is not yet available from the ICO. It is expected to be available in 2018. ICAEW will then publish its own guidance for members around the same time as the ICO advice is released. In the meantime ICAEW is advising members to make themselves aware of the main changes introduced by the GDPR, assess what data they hold and to appoint a senior employee to oversee any changes they may have to make to ensure compliance with the GDPR. Regular visits to the [ICO website](#) for the latest information is also recommended.

Read our [Essential guide to GDPR](#), to help you understand the new regulation and what you need to do to prepare.

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GDPR FAQ



GDPR FOR ACCOUNTANTS: YOUR QUESTIONS ANSWERED

1: WHAT IS THE GDPR?

Introduction

This guide is designed as an introduction to the GDPR for members and member firms. It is part of a series designed to answer the questions that members have been asking about the GDPR.

It is **not** definitive guidance on all aspects of the GDPR as we are still waiting for the Information Commissioner's Office (ICO) to issue their final guidance; this is now expected sometime in early 2018. The ICAEW's **Essential Guide to GDPR** is a useful starting point for members and the dedicated **GDPR** webpage has more information and links to further resources.

Members are advised to regularly check the **ICAEW** and **ICO** webpages for the latest information and guidance from the **ICO** and the EU's **Article 29 Working Party**.

If you have any concerns or questions about how the GDPR may affect your business or practice that are not addressed here then **please get in touch**. We will be publishing a summary of the questions asked by members (and the answers) in due course as well as further guidance and webinars. This guide will also be updated as necessary.

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- 10 Apr – Excel Tip of the Week Live #5
- 26 Apr – Password management good practice
- 20 Jul – 20 principles – why are they important?
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