

# GDPR: 5 THINGS YOU NEED TO KNOW

General Data Protection Regulation (GDPR) is effective from May – here's how to prepare



 **General Data Protection Regulation (GDPR) will provide greater safeguarding for personal information, and will bring data protection up to date with advancements in technology. Network Rail must comply with the regulations by Friday 25 May 2018.**

Fiona McConachie, data protection officer, Legal and Corporate Services, shares five things to know about GDPR:

**1. You're accountable:** "Network Rail handles lots of personal information every day, from CVs to CCTV images and contact details of colleagues, customers and suppliers.

"We're all accountable for how we handle personal information."

"The DPIA assesses the privacy risks of a project or programme and provides colleagues with the confidence that they are creating a compliant system for their work."

**4. Suppliers and third parties are involved:** "Contractual arrangements need to be up to date and the processes around them must be compliant.

"Completing a DPIA can help teams to review how contracts are managed currently and how they'll need to operate under GDPR."

**5. There are resources to help you:**

"The 'Data Protection Essentials' e-learning module is available via the Oracle eBusiness suite. Policies, the DPIA template, guidance and films can be accessed via the Data Protection Connect page." ■

Jeremy Bullock, programme manager, GDPR Readiness Programme, said: "The UK regulator, the Information Commissioner's Office (ICO), can issue fines for breaches of data protection law.

"Under GDPR, the fines could be up to four per cent of global annual turnover, which, for Network Rail, could be hundreds of millions of pounds. The regulator has said that all breaches will be treated with a 'carrot before stick' approach initially, we have an obligation to ensure that we get data protection right."

**2. PLAN:** "PLAN means proportionate, lawful, accurate and necessary.

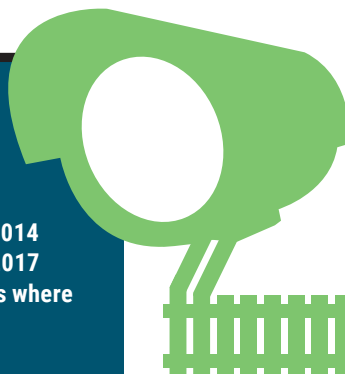
"Review and document your business area's processes to ensure you're fully aware of what personal information you hold, why you're processing it, how long it should be held, where it came from, who you share it with and why."

**3. It applies to projects and programmes:** "Use the data protection impact assessment (DPIA) to comply with 'privacy by design'.



## DATA PROTECTION AT NETWORK RAIL

- A data protection officer has been in post since 2014
- The GDPR Readiness Programme began in April 2017
- Since then, there have been 23 reported incidents where personal information was potentially at risk.



## CHAT ABOUT IT

Join the 'Data Protection & GDPR' Yammer group for further support.

# Are you ready?

GDPR takes effect from 25 May 2018

Complete the e-learning 'Data Protection Essentials' on Oracle (eBusiness suite)



For more information  
visit the **Data Protection** page on Connect  
or email [data.protection@networkrail.co.uk](mailto:data.protection@networkrail.co.uk)