GDPR

- What is it – and why IT?
- Impact
- What do we need to do?

GDPR replaces the Data Protection Act in 2018, and affects all organisations which hold and process any data about individuals.

Although it's often associated with IT, in fact the main impact is on business processes. Only once those have been considered should IT then come into the mix – as some IT changes will be required.

General Data Protection Regulation

- Replaces DPA. Already in force – Brexit doesn't help!
- Now in implementation period
- Regulation applies from 25th May 2018 – ie. 26 weeks' time
- Known about since May 2016. In Business Plan but no progress
- Major change to privacy rules – default is Private
- Affects processes and data – both electronic & paper
- Applies to GCCF – **AND CLUBS**
- **Potential for significant cost & future financial impact**

GDPR is already law – and leaving the EU doesn't affect this, as the UK has agreed to maintain this in UK law post-Brexit. So we are now in the implementation period with the enforcement starting from 25th May 2018.

The Rules and penalties are much more stringent than the current ones.

The key change is that the onus moves to the organisation to demonstrate a business need to maintain the data.

The GDPR applies to all organisations – no matter how small. This includes clubs.

GDPR - Impact

- More communication about how data is used
- Written contracts with 3rd parties (eg. website hosting, show processing) – **NB. Data owner still responsible**
- Harder consent 'hurdles'
- Data retention policies – clarity and reasons
- Privacy by design – **Right to Be Forgotten**
- **Children – new rules and consents**
- **Data transfer** – more consent and info
- Data breaches
- **Subject Access Requests** – loads of detail, 30 day time limit
- **Fines – up to £17m or 4% of turnover** (whichever greater)

There are many individual requirements, and GCCF will be investigating all of these and providing guidance to clubs as we progress. Some of the key points are noted above – especially those in red.

Note that if your club outsources data processing (eg. website or show processing) to a 3rd party, you still retain responsibility for the processing and the GDPR compliance. That means that if your processor is non-compliant then your club is non-compliant. It is not sufficient to ask your Data Processor if they are compliant, you must have proof. GCCF will have that definitive proof for clubs who use the GCCF show processing service.

Of course, it's extremely unlikely that the ICO will turn up at a small breed club on 25th May for an audit! They are much more likely to look proactively at big business. However, they will also investigate complaints. So your club needs to be able to reply to Subject Access Requests effectively. These are highly detailed, so it's important you have all the data ready, so that any members/exhibitors (or more likely ex-members/previous exhibitors), can receive a detailed response quickly. Then you are less likely to be the subject of a complaint and subsequent audit.

GDPR – Action Plan

- Office Manager and IT Manager progressing on behalf of GCCF
- GDPR plan
- Understand the journey personal data takes
- Identify key risk areas
- Get Legal advice – and advise Clubs of actions
- Communicate with ICO re any issues – eg. Right to be Forgotten
- Change processes
- Awareness & training for staff & volunteers
- System changes

Most of the above plan should be self-explanatory. However, it's worth noting the point about any issues. The ICO (Information Commissioners Office) is the regulatory body. One of the key tenets of GDPR is the 'right to be forgotten' – ie. You can ask any organisation to remove you completely from their database. They must comply, unless they can demonstrate a compelling reason why not. GCCF would not be able to do this for breeders of cats – otherwise records for all other owners could be incomplete. Hence we need to assess our response in this instance – and how much data we would need to retain.