



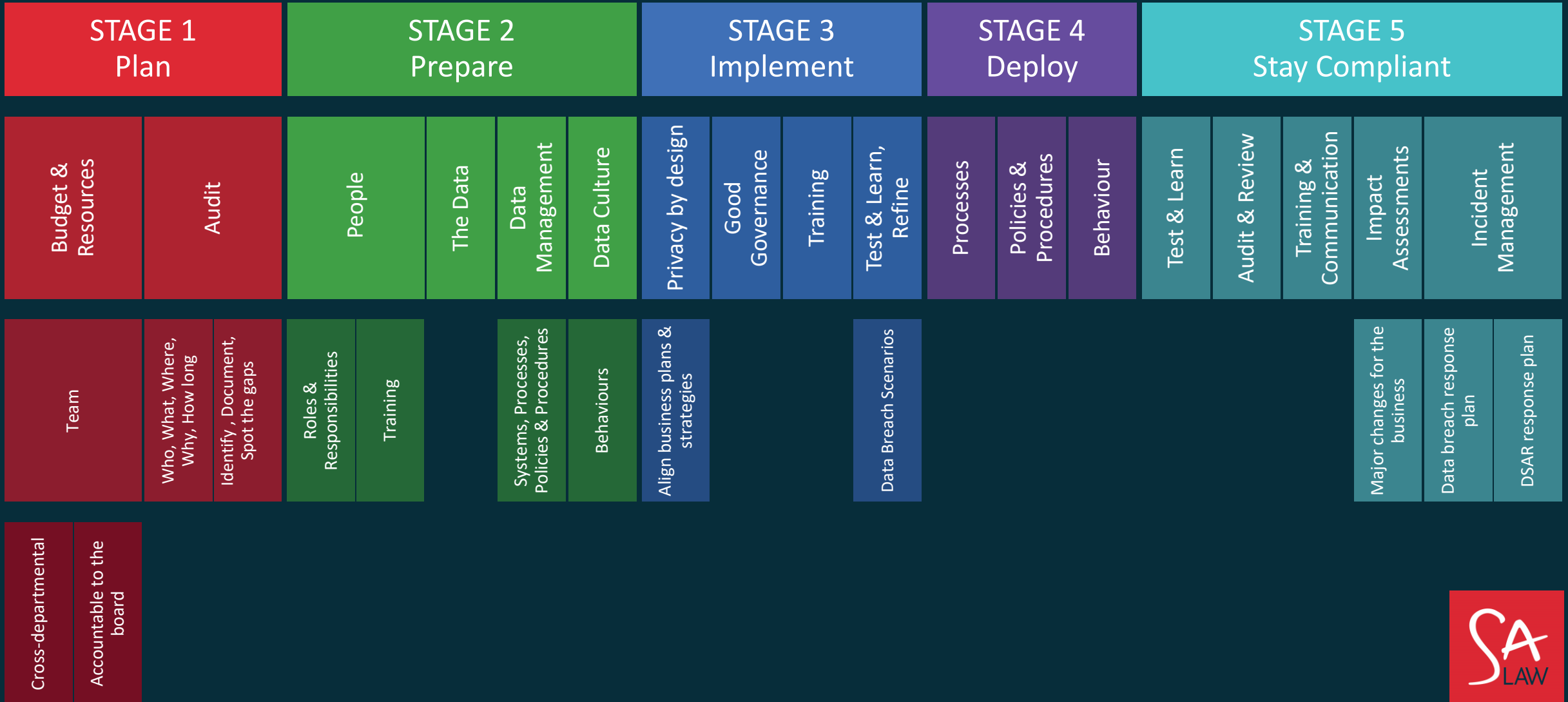
GDPR COMPLIANCE STRATEGY

The process of meeting GDPR obligations can be boiled down to 5 logical stages:

Planning, Preparation, Implementation, Deployment and Staying Compliant.

COMPLIANCE STRATEGY

“Time to repair the roof is when the sun is shining” - JFK



STAGE 1 - Data Audit

"Facts do not cease to exist because they are ignored" - Huxley

Data Audit – Where are the Gaps

Who are our Data Subjects?	What data are we holding?			How is the data stored?			What are we doing with the data?			Have there been any issues?				
By Category	Images - Photographs or Video	Personal Data?	Special Categories of Personal Data	Files	Protection			How do we use it?	What are we saying we do with the data?	Who do we share it with?	How long are we keeping it?	Remedies	Trends	Data culture
Consider data subject's journey	e.g. contact Information	e.g. medical information	Hard copy / Electronic	On site / off site	Encryption	Anonymised	Pseudonymisation	Consent	Internally	Third parties	Data minimisation	Data destruction		



STAGE 2 - Prepare

“The future depends on what you do today” - Gandhi

Results of the Audit – fill in the gaps

People			The Data			Data Management			Data Culture	
Roles	Responsibilities	Resources	Spring clean	Storage	Consent	Systems	Policies	Processes & Procedures	Behaviours	Attitudes
			Minimise	Data Accuracy		IT	Privacy Notices			

STAGE 3 - Implementation

“Great things are done by a series of small things brought together” – Van Gogh

Rolling out your compliance strategy prior to 25 May 2018

Data Culture

People

Data Management

Test & Learn

Privacy by design

Roles & Responsibilities

Training

Communication

Governance

Review

Seek Feedback

Implement learnings

Ownership

Openness

Align your business strategy

Risk Register

New rules

Our policies, procedures & behaviours

Policies

Procedures

Systems

STAGE 4 - Deploy

“Great things in business are never done by one person. They’re done by a team of people”
– Steve Jobs

From 25 May 2018

Our processes, policies, procedures & behaviours

Lead by Example

Reinforce Messages

Data
Management

Data Culture

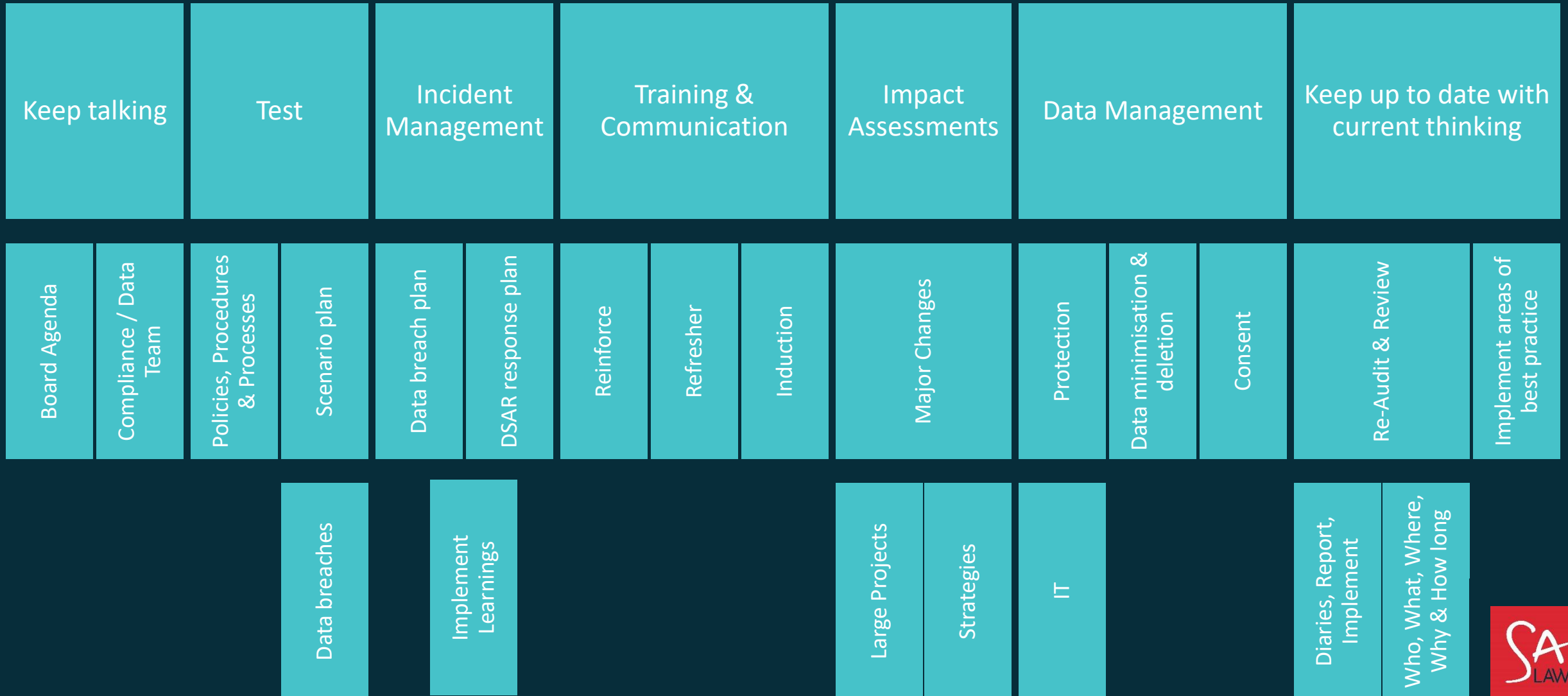
Behaviours

Corrective
coaching

Communication

STAGE 5 - Stay Compliant

“Practice make permanent” – Bobby Robson



GET IN TOUCH

Speak to SA Law's Data & Privacy specialists about the GDPR



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