# 21st Century

GDPR brings data protection law into the 21st Century covering online identifiers such as IP addresses and cookies. Managing Trustees need to bear in mind that all personal data needs to be handled very carefully whether collected automatically (cookies), electronically (via a website form) or manually (paper files).

## **Accountability**

This new requirement means that Managing Trustees as "Processors" need to be able to show how data protection legislation is being complied with. Following the "9 Steps" will help Managing Trustees to do this.

#### **Data Minimisation**

GDPR re-emphasises the need for Managing Trustees to ensure that they are not dealing with (processing) more personal data than they actually need. Carrying out Step 2 of the "9 Steps" will help Managing Trustees to review this.

### **Data Breach Records**

Under GDPR Managing Trustees will need to record ALL data breaches however small e.g. an email being sent to the wrong address. The Working Party will help Managing Trustees to put in place proper breach policies and registers to deal with breaches in accordance with GDPR.

# GDPR CHANGES AT A GLANCE

### Consent

GDPR increases the obligations on Managing Trustees where they are relying on consent to deal with (process) data. Consent must now be explicit, recorded and capable of being withdrawn. The Working Party will be providing detailed guidance on this but Managing Trustees should remember that GDPR retains the other 5 lawful reasons for dealing with personal information. Refer to Step 5 of the "9 Steps".

# Greater Rights for Data Subjects

Under GDPR individuals have extended rights to access their data, ask for correction, deletion or for Managing Trustees to stop processing their information altogether. The materials produced by the Working Party will help Managing Trustees to review their systems and respond to such requests efficiently.

## **Privacy Information**

GDPR requires Managing Trustees to give more detailed information to individuals about what will happen to their personal information at the point of collection in "privacy notices" or "statements". Managing Trustees need to consider and take active steps to protect privacy throughout the time data is held. The Working Party is developing detailed guidance on this with template documents for Managing Trustees to use.

**GDPR:** the General Data Protection Regulation **Processor:** any person who processes data on behalf of the data controller

Working Party: the Data Protection Working Party set up by TMCP and the Connexional Team "9 Steps": the TMCP Focus Note; "9 Steps for Methodist Managing Trustees to Take Now to Comply with GDPR"