

GDPR

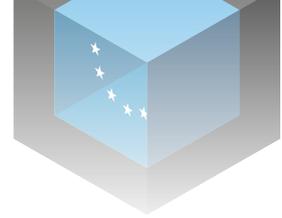
IN A BOX

The graphic features the text 'GDPR' in large white 3D letters on a blue background. Below it, a black cube contains the European Union flag (a blue field with twelve white stars). To the right of the cube is a blue padlock with a star on its front. The text 'IN A BOX' is written in white 3D letters across the bottom of the scene. The background is a dark blue isometric space with various icons: a stack of server racks in the top left, a gear in the top right, a laptop with asterisks on its screen in the bottom left, and a wrench and a screwdriver in the bottom right.

An Atlassian powered solution  
to GDPR brought to you by...

**PREPEND**

The logo for PREPEND, featuring a blue circle with a white 'P' inside, followed by the word 'PREPEND' in bold white capital letters.



# GDPR is here and soon companies all across the EU will need to be compliant with the new regulation. But what does compliance with GDPR actually mean? And how do we achieve it?

### **What is GDPR?**

General Data Protection Regulation (GDPR) is a new form of data protection for individuals living in the EU. It was adopted in 2016 and as of 25th May 2018 companies will need to be compliant with the new ruling or risk financial penalties.

### **Does this affect me?**

Yes! Any organization possessing personal data of EU subjects for the purposes of selling goods or services, or for monitoring behavior, will need to comply with the new GDPR rules.

### **What sort of data is covered by GDPR?**

Pretty much any piece of data pertaining to an individual is relevant to GDPR: biographical information, bank details, web data, health, biometrics, etc. GDPR applies to all individuals, so companies will need to have a system in place for employees and customers.

### **Wait, this is huge! I don't even know where all my data is!**

Yes, it's a challenge, and this is the first thing you'll need to figure out. Step one is to determine what data you have and where it is stored. It needs to be centralized and easily accessible to authorized individuals.

### **Can I just stick it all on a server somewhere?**

Hmmm, not really. If you are in possession of another individual's data you have to demonstrate that it is being stored in a secure way to comply with these new rules.

### **So, I have to gather all the data and then store it somewhere safe. Anything else?**

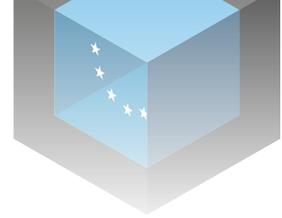
You'll need to be able to demonstrate that data is being managed in a consistent and structured way. This will mean you may have to implement new procedures and/or implement new technology.

### **Someone told me we will need a Security Officer or a DPO. Is that right?**

It is recommended that you designate an individual within your organization to oversee your GDPR policy. In many companies this role is filled by a Security Officer or Data Protection Officer (DPO). Knowing who is responsible for your personal data is an important part of compliance, so having a designated individual in that role is a great advantage.

### **Hmmm, this sounds like a lot of hassle. What happens if I just ignore it?**

Bad idea! Failure to comply with GDPR can carry a maximum fine of €20m, or 4% of your global turnover!



**Preparing for GDPR compliance is actually relatively simple with the right GDPR management system.**

**Prepend's GDPR In A Box provides a single solution to all of the various technical and procedural challenges. We will implement JIRA and Confluence, agile software tools from the Atlassian tool suite, to create a bespoke system that ensures full and ongoing compliance with GDPR.**

**Sounds like exactly what I need. Can you take me through the various steps?**

Of course!

**Capture** First of all we need to identify and assimilate all of the relevant data into a single GDPR management system. Prepend has a long track record of working with companies who have legacy issues. Even if you have silos everywhere we can still gather all of that data into one place.

**Management** Once we have gathered your data we need to establish a data management process. We can create automated protocols to deal with the lifecycle of your data. It can then be stored according to necessary retention schedules and we can set up notifications telling us when data can be safely deleted.

**Encryption** Keeping your data secure is another important aspect of compliance. We can use the security features in JIRA to create levels of access according to user requirements. That way ready access to your data is only ever available to authorized personnel.

**Maintenance** Once we have achieved compliance we have to maintain it. Having designated data protection personnel is necessary to implement your ongoing data management policy. Creating a culture of GDPR awareness will also help your whole organization to stay within the law.

**Hmmm. That doesn't seem so bad.**

No, it's quite easy, really (with the right tools!).

Solve all of your GDPR challenges with Prepend's 'GDPR In A Box' solution. Speak to one of their experts to find out more:

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