

## GDPR Compliance Statement

### Garff Commissioners - Our Commitment.

Garff Parish District Commissioners are committed to ensuring the security and protection of the personal information that we process, and to provide a compliant and consistent approach to data protection. This is done in several ways.

- Policies & Procedures - data protection policies and procedures meet the requirements and standards of the GDPR and any relevant data protection laws.
- Accountability and governance measures are in place to ensure that we understand and adequately disseminate and evidence our obligations and responsibilities timeframes and notification responsibilities.
- Data Breaches – our breach procedures ensure that we have safeguards and measures in place to identify, assess, investigate, and report any personal data breach at the earliest possible time.
- Subject Access Request (SAR) – Our SAR procedures accommodate the timeframe for providing the requested information.
- Legal Basis for Processing - We regularly review all processing activities to identify the legal basis for processing.
- Privacy Notice/Policy – Our Privacy Notice(s) comply with the GDPR, ensuring that all individuals whose personal information we process have been informed of why we need it, how it is used, what their rights are, who the information is disclosed to and what safeguarding measures are in place to protect their information.
- Obtaining Consent - Our consent mechanisms for obtaining personal data, ensuring that individuals understand what they are providing, why and how we use it and giving clear, defined ways to consent to us processing their information.
- Data Protection Impact Assessments (DPIA) – where we process personal information that is considered high risk, involves large scale processing or includes special category/criminal conviction data; we have developed stringent procedures that comply fully with the GDPR's Article 35 requirements.
- Data Subject Rights - In addition to the policies and procedures mentioned we provide easy access information through our Data Protection Officer regarding an individual's right to access any personal information that Garff Commissioners process about them and to request information.
- Further details of the personal data we hold can be found in our GDPR and Data Privacy policies.

Garff Commissioners takes the privacy and security of individuals and their personal information very seriously and take every reasonable measure and precaution to protect and secure the personal data that we process. All policies can be viewed by request at the office.