

Fraser McNish

From: Fraser McNish - Diocese of Southwell <southwell.diocese@cofeportal.org>
Sent: 25 January 2018 16:14
To: Fraser McNish
Subject: Data Protection and GDPR

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This email has been sent to all Clergy and PCC Secretaries

Dear Fraser

Further to my email in November, I wanted to make contact again to ensure that you have all the information required to be ready for the new Data Protection legislation called GDPR. This new legislation comes into force in May.

All the information about what you need to do to ensure you are ready is on the Parish Resources Website. [Click here](#) to go there now. This website is being updated at regular intervals.

This is what you should be doing at the moment:

- Add GDPR to your PCC agenda and discuss this document [Click here](#). There is a simple checklist you can discuss at the meeting and use. [Click here to see](#)
- Appoint someone to lead on this in your parish. Ask them to read this document. [Click here](#)
- Carry out a data audit. An audit form has been created for you, [click here to see](#)
- Establish which groups of people you should request consent forms from. Sample consent forms can be downloaded by [clicking here](#)
- Produce a Data Privacy Notice. A notice template can be downloaded and edit by [clicking here](#)

As and when new information is made available, I will be sharing it via email. Please feel free to pass this email to others in your Parish.

I am more than happy to try and help if needed, please consider that all the information I have is contained in the above links and the Parish Resources website.

Best wishes

FRASER MCNISH

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