

GDPR Communication to Customers

GDPR Statement of Compliance

Introduction

On 25 May 2018 the new EU General Data Protection Regulation (GDPR) comes into force (this includes the United Kingdom regardless of its decision to leave the EU) and will impact each and every organisation that holds or processes personal data. It introduces new responsibilities, including the need to demonstrate compliance, more stringent enforcement and a significant increase in penalties compared to the current Data Protection Act (DPA) that it will supersede.

Simply put, individuals will now have greater say over how, why, where and when their personal data is gathered, processed and disposed of. Any organisation that works with EU residents' personal data in any manner, irrespective of location, has obligations to protect the data.

We must:

- Only collect information that we need for a specific purpose
- Ensure it is relevant and up to date
- Only hold as much as we need, and only for as long as we need it
- Allow the subject of the information to see it on request
- Keep it secure

Our Commitment

Technology Supplies has always honoured our customers' right to data privacy and protection. We have demonstrated our commitment by adhering to the current UK Data Protection policy, and now we have revised our own internal policies in order to meet the requirements of the GDPR. Technology Supplies is, and has always been, committed to high standards of information security, privacy and transparency. We place a high priority on protecting and managing data in accordance with accepted standards.

Technology Supplies had previously developed a range of controls and processes designed to ensure that data processing and storage was in line with the Data Protection Act 1998. This control framework has now been further developed in line with GDPR requirements, in particular with regards to the following:

- Designated Data Protection Officer
- Updated policies and procedures framework
- Enhanced data risk management processes

Our Accreditations & Memberships:



Technology Supplies Ltd.
Phoenix House | Stafford Drive
Battlefield Enterprise Park
Shrewsbury | Shropshire | SY1 3FE

technologysupplies.co.uk
info@technologysupplies.co.uk
Tel: 0845 567 0000
Fax: 0845 567 0002

- Review and re communication of data retention schedules
- Verification of internal data privacy controls
- Delivery of GDPR awareness training for relevant staff
- Confirmation of Information Asset Owners for relevant data process areas
- Review and update of on line privacy policies and consent processes

Technology Supplies as a Data Processor

Technology Supplies is a trading company providing design and technology supplies to educational institutions. As part of ordinary business practice we capture information such as names, telephone numbers and email addresses of staff who need to be kept informed of the status of an order. In this capacity we act as a Data Controller.

We have no contracts in place to act as a Data Processor. Further guidance on this can be found in the 'Data Protection: A Toolkit for Schools' published by the Department for Education (http://bit.ly/GDPR_Toolkit). A referenced document on page 35 – "GDPR is has a useful document about the things schools will want to know from suppliers in order to demonstrate GDPR compliance. (<http://bit.ly/SchoolSuppliers>)" sets out which suppliers should form part of a school's audit process.

An extract below sets out a description of the interaction between us and our customers.

"A book supplier asks the member of school staff who is ordering the books for their name, phone number and email address. The book supplier needs this data to process the order and is the data controller. They are responsible to keep all personal data safe and individuals have rights to ensure it is safe and correctly managed."

THIS SUPPLIER WOULD NOT BE PART OF A SCHOOL DATA AUDIT"

Summary

Technology Supplies' Corporate GDPR Statement

In May 2018, the EU General Data Protection Regulation (GDPR) replaces the existing 1995 EU Data Protection Directive (European Directive 95/46/EC).

Technology Supplies currently complies with applicable data protection regulations and is committed to GDPR compliance across its relevant services when the GDPR takes effect May 25, 2018.

Technology Supplies has a dedicated internal team made up of cross-functional stakeholders overseeing Technology Supplies' GDPR readiness.

Should you have any further questions about Technology Supplies' GDPR policies please contact us at <https://www.technologysupplies.co.uk/contacts>.

Our Accreditations & Memberships:



Technology Supplies Ltd.
Phoenix House | Stafford Drive
Battlefield Enterprise Park
Shrewsbury | Shropshire | SY1 3FE

[technologysupplies.co.uk](https://www.technologysupplies.co.uk)
info@technologysupplies.co.uk
Tel: 0845 567 0000
Fax: 0845 567 0002