



MODULE 5: Safeguarding Digital Privacy

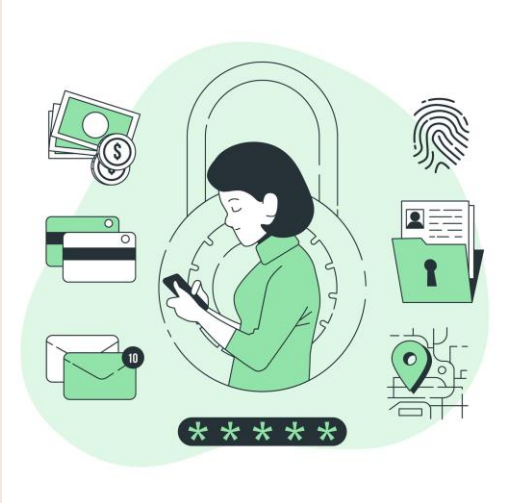
CONTENT 7: A brief overview of the General Data Protection Regulation (GDPR)



CONCEPT OF PERSONAL DATA

What is «personal data»?

According to GDPR: «any information relating to an identified or identifiable natural person»



Source: freepik



Source: flaticon

CONCEPT OF PERSONAL DATA

Personal data are information
SUCH AS:

- ✓ name,
- ✓ home address,
- ✓ email address,
- ✓ identification number,
- ✓ location data,
- ✓ data about health,
- ✓ information on payment method...

AND

any other information
which could be a
symbol that uniquely
identifies a person.



Source: flaticon

CONCEPT OF PERSONAL DATA

However:

- ✓ a company registration number,
- ✓ an email address such as info@company.com,
- ✓ anonymised data

are NOT personal data
(they do not allow you to specifically detect
whom such information belongs to).



Source: freepik

DATA CONTROLLER

When you determine; processes and means of data processing, then you are controller under GDPT.

It means that *you* must ensure privacy of personal data.



Source: freepik



Source: freepik

RESPONSIBILITIES CHECKLIST



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When collecting/ using/ sharing/keeping/classifying/altering personal data, make sure that you:

Respect the law, act in good faith (act fairly) and be clear to the data subject

Specify explicitly for which legitimate purpose you collect the data (e.g. you need&process customer's delivery address to deliver the order)

Do not collect&keep data more and longer than you need (keep it minimised)

Keep only accurate data and when you find out that a data is inaccurate, first consider whether you have to bring it up-to-date. If you do not have to, do not uptrace the accurate version of data and simply erase the data

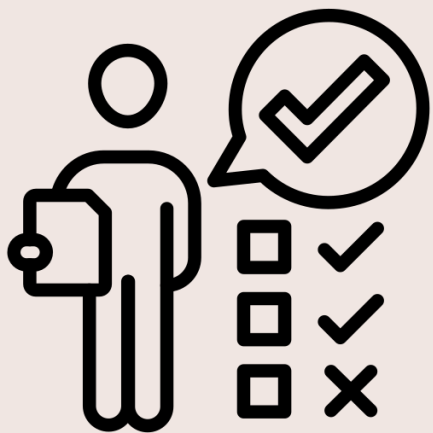
Do not keep data for longer than you need it in terms of fulfilling your obligations or proving that you did so

Ensure security of personal data (e.g. unauthorised people must not access such information,measures must be taken against accidental loss or damage...) (Measures include not only technical measures such as firewalls&antivirus programmes but also physical measures! Where did you place your computer? Any risk of flood, overheating etc.?)

Be able to prove that you comply with all of the principles above.

Responsibilities

Data subjects have rights such as:



Source: flaticon

- Right to be informed about details of data processing,
- Right to rectification,
- Right to erasure,
- Right to restriction of processing,
- Right to object...



Source: flaticon

Responsibilities

You also:

- Have to notify personal data breaches to the data protection authority of your country
- Cooperate with your data protection authority.



Source: freepik

EXERCISE

According to GDPR, which of these are considered *Personal Data*?

- name
- home address
- company name
- data about health
- company mail address
- identification number
- location data

Useful links

- [GDPR: What Is It and How Might It Affect You?](#)
- [What is GDPR? An Animated Overview of GDPR - Useure](#)



References

- <https://www.flaticon.com/>
- <https://www.freepik.com/>
- <https://shorturl.at/kjjoE>
- <https://shorturl.at/jYJpn>

