

## The Principles

The GDPR requires that personal data shall be:

1. Processed lawfully, fairly and in a transparent manner in relation to individuals;
2. Collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes; further processing for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes shall not be considered to be incompatible with the initial purposes;
3. Adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed;
4. Accurate and, where necessary, kept up to date; every reasonable step must be taken to ensure that personal data that are inaccurate, having regard to the purposes for which they are processed, are erased or rectified without delay;
5. Kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed
6. Processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

## The Rights

The GDPR provides the following rights for individuals:

The right to be informed

- Contact Information Organisation
- Contact Information DPO
- Purpose and legal basis for processing
- Legitimate interests (if applicable)
- Categories of data stored
- Recipients of data
- Details of transfers
- Retention and Storage
- Source of data if not collected directly
- Existence of Automated decision making

The right of access

- Individuals have the right to access their personal data and supplementary information

The right to rectification

- Personal data can be rectified if it is inaccurate or incomplete

The right to erasure (the right to be 'forgotten')

- Where there is no compelling reason for its continued processing.

The right to restrict processing

The right to data portability

- Personal data an individual has provided to a controller

The right to object

Rights related to automated decision making

- Enabling simple ways for them to