

Data protection Update – April 2021

Legislation changes

You may be aware that, as a result of Brexit, data protection legislation in the UK has changed. From 1 January 2021 this consists of a version of General Data Protection Regulation known as the UK GDPR and the Data Protection Act 2018. Alongside these, the (EU) GDPR still applies to personal data from before 2021 and to our operations based in Europe. For now, there is no significant divergence between UK and EU versions of GDPR, but this could change in the future. At the time of writing, the U.K. also awaits a decision from the EU as to whether personal data will be able to be transferred free of hindrances as the position was before Brexit, known as an adequacy decision.

Privacy notices

If you're going to process personal data, you need to tell the individuals concerned all about it to comply with the right to be informed. We have a range of notices giving different data subjects, such as applicants, students, staff and alumni, information about how we process their personal data and their rights. Colleagues can now find a page giving advice on privacy notices <http://www.arcs.qmul.ac.uk/governance/information-governance/data-protection/privacy-notice-guidance/>

Data breach preventing and reporting

Under some circumstances, we are required to report personal data breaches to the Information Commissioner's Office within 72 hours of becoming aware. It's therefore important that you report anything of this nature as soon as you can to the IT Service desk and/or data-protection@qmul.ac.uk. If the data is research-related, you should report to research.governance@qmul.ac.uk. A common cause of data breaches is when emails are mistakenly sent to the wrong recipient. Using Outlook's 'Undo send' setting, you can delay sending of emails by up to 10 seconds. Guidance on how to do this can be found at <https://bit.ly/3aLZP71>

Data protection glossary

What is personal data? What does 'special category' mean? It's useful to know what some of the most common terms in the world of data protection really mean and so you can find some of these defined at <http://www.arcs.qmul.ac.uk/governance/information-governance/data-protection/dp-glossary/>

Help is at hand - Contacts

If you need any help or guidance or have any questions, please get in touch with the Records & Information Compliance Manager, [Paul Smallcombe](mailto:Paul.Smallcombe), or if you need any technical help with Outlook or the Metacompliance E-learning, log a ticket with the [IT Service desk](#).