

The Data Protection Bill updates data protection laws in the UK, supplementing the General Data Protection Regulation (EU) 2016/679 (GDPR), implementing the EU Law Enforcement Directive, and extending data protection laws to areas which are not covered by the GDPR. It is intended to provide a comprehensive package to protect personal data.

The GDPR will replace the 1995 EU Data Protection Directive, strengthening the rights that EU individuals have over their data and creating a uniform data protection law across Europe.

The Data Protection Bill seeks to empower individuals to take control of their personal data and to support organisations with their lawful processing of personal data.

### **Payme Ltd**

Payme Ltd is a data processor for its clients under the GDPR. We are committed to address EU data protection requirements and will comply with applicable GDPR regulations as a data processor when they take effect on 25th May 2018.

We will support all our clients in meeting their GDPR obligations; however they are ultimately responsible for the data they hold as well.

In order to achieve compliance we have created a data register and performed a compliance audit. As a result of this we have upgraded our procedures, changed our practices and strengthened our security. We have also upgraded our existing systems and introduced new ones to ensure compliance, these changes include:

- The appointment of a Data Protection Officer
- The publication of a Privacy Policy which informs people what we do with their personal data, this is available on our website.
- The introduction of a right to be forgotten process
- The introduction of additional annual staff training (or whenever there is a major change in legislation)
- New procedures to ensure that all data is collected lawfully, fairly and transparently and only for a specific purpose.
- Ensuring all data is only kept for as long as is necessary and is kept securely and within the UK
- Confirming all storage is secure and our suppliers have GDPR procedures in place.

We do not process sensitive information directly. We may process information on behalf of a client if they ask. This would be subject to strict privacy controls. For our policy on this, please contact the Data Protection Controller.

### **Data Breaches**

Under the GDPR, we must notify any data breach without undue delay. Payme Ltd therefore has processes and procedures in place for identifying, reviewing and promptly reporting data breaches. Upon discovering a Personal Data Breach, we shall notify you as soon as reasonably practicable and without undue delay and shall assist you to the extent reasonably necessary in connection with notification to the applicable Supervisory Authority and data subjects. This will be carried out within the GDPR regulations period which is 72 hours, taking into account the nature of processing and the information available to us.

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