



What is GDPR?

The General Data Protection Regulations come into force on 25th May 2018. These regulations provide more control for individuals on how companies manage their personal data.

GDPR applies to all companies that process personal data for residents within the European Union, meaning NRL must ensure recruitment operations comply with these new regulations.

NRL's approach to GDPR

As a business built on strong company values of integrity, accountability and openness, NRL are committed to complying with these new regulations with the upmost professionalism.

To ensure a thorough implementation of GDPR principles was delivered across the business a project team was set up, drawing on expertise from multiple disciplines including IT, HR, marketing, operations and payroll. This provided full visibility across operations together with a comprehensive understanding of the new regulations, their impact and necessary changes required to achieve compliance.

To fully understand how our business performed in relation to the impending changes to data legislation, comprehensive audits were undertaken at each recruitment branch and the central support office:

- Evaluation of manual and electronic data management processes
- Review of duplication of data storage within branches
- Assessment of candidate data management through our website and job boards
- Internal processes for inductions and staff training

Delivering GDPR compliance

To ensure the business fully understood the requirements of the new legislation, the GDPR project team liaised with independent data security consultants to identify revisions required to existing processes and procedures.

- Amendments to data capture methods such as website registrations, including double opt-in consent
- Updates to privacy policy and terms of business for full clarity of how and why NRL hold personal data
- Changes to branch processes and procedures to reduce data duplication and better manage personal data

Part of this project includes a full audit of existing candidates registered with NRL, contacting individuals to regain consent to hold and market their data. In line with data management best practice this activity will be repeated regularly to ensure individuals continue to agree to NRL holding their data.



Ensuring our business effectively adopts GDPR

A number of new initiatives have been launched across the business to ensure we build on the key principles of GDPR and data management best practice.

Training our colleagues

Part of our internal strategy to ensure GDPR legislation is fully understood across our business is the introduction of formalised training. This training programme has been developed for colleagues to understand their responsibilities around personal data, as well how to adopt a safety-first approach to data management.

All colleagues will receive this initial training, followed by regular refresher sessions to ensure they continue to understand the importance of data management and GDPR. The training programme will also form a key part of the onboarding and induction process for new starters.

Regular communications to raise awareness

To reinforce the training that NRL provides all colleagues, an internal communications plan has been developed to highlight GDPR, and data management best practice.

This calendar of events run throughout the year and include multiple communication channels such as email, branch posters and regular coverage in our internal newsletter.

GENERAL DATA PROTECTION REGULATIONS

NEIL CAMPBELL
DIRECTOR

RUTH DAVEY
MANAGER

In May 2018 a new, more stringent data protection law comes into force. The General Data Protection Regulations (GDPR) will mean a step change in how we manage, process and store all types of data - client, contractor, candidate and employee.

RESOURCES

QAPSCO

ICO

VIEW THE APSCO TOOLKIT

VISIT THE ICO WEBSITE

Pulse Newsletter – Issue 5

gdpr

GENERAL DATA PROTECTION REGULATIONS

Making the final preparations for GDPR

FOCUS AREAS

POLICIES & PROCEDURES

READINESS & AWARENESS

CONTRACTS & TERMS OF BUSINESS

IN THE NEWS: Read Neil Campbell's comments to Recruitment International on GDPR

Pulse Newsletter – Issue 7

GENERAL DATA PROTECTION REGULATIONS

Hello,

We all have a part to play to ensure our operations are GDPR compliant and we are handling candidate data in the most sensitive and professional way possible.

This email is the first in a series that will explain what GDPR is and what you need to be doing to ensure you are compliant.

WHAT IS THE SCOPE OF THE NEW REGULATIONS?

HOW DOES THIS BENEFIT INDIVIDUALS?

WHAT ARE THE OPPORTUNITIES FOR US?

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