Do I need a Data Protection Officer?

**YES**
- You’re a public authority
- You regularly & systematically monitor or track individuals on a large scale
- You process special category personal information on a large scale
- Another law requires you to have a DPO

**MAYBE**
- Don’t think you need a DPO? Document your reasons why.
- You can VOLUNTARILY appoint a DPO. N.B. They’ll be subject to the same requirements as if it were mandatory.
- SMEs could OUTSOURCE the DPO role. Make sure the specialist provider can fulfil their statutory duties.

**NO**
- You don’t hold or use any special category personal information
- You don’t regularly monitor, track or profile your customers
- You’re only processing personal information for secondary or ancillary purposes e.g. HR or payroll
- You’re a small local shop & don’t keep information about your customers
- You’re holding personal information for domestic purposes only

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