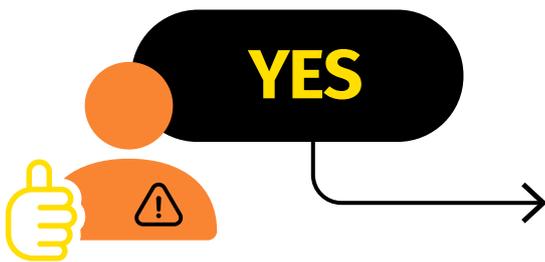




Guidance for Organisations



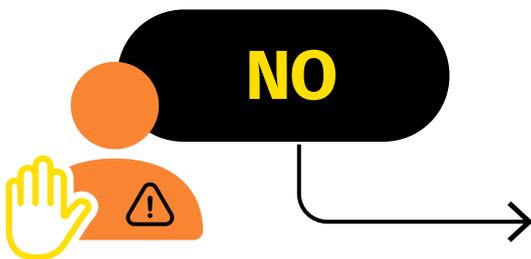
Do I need a Data Protection Officer?



- ✔ 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



- ✔ 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.



- ✔ 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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