

SHREDALL SDS GROUP

GDPR STATEMENT

25 May 2018

At Shredall SDS Group, we take our data protection responsibilities very seriously. Over the past few months, we have been taking various steps to prepare for compliance with the EU General Data Protection Regulation (known as the GDPR).

Shredall SDS Group is a controller over the personal information that we use in the delivery of our Total Information Management Services, including secure document storage, document storage and secure destruction. This is based on the fact that we make our own independent decisions as to what personal information we need in order to deliver these services, and decide what happens to this information.

More information about how Shredall SDS Group uses personal information in its role as a controller is available in our updated [Privacy Notice](#)

In addition to updating our Privacy Notice, we have also been taking the following steps to work towards compliance with the GDPR:

- Cyber Essentials certification – in addition to our ISO 27001:2013 and ISO 9001:2015
- Appointment of an internal data protection officer (DPO), who will be responsible for advising on data protection matters on an ongoing basis
- Updating and renewing our registration with the ICO, including the registration of our DPO
- Conducting an internal audit of our use of personal information, to better understand our data flows and assess our legal basis for using personal information
- Reviewing our existing processes and procedures for handling personal information
- Updating our information security systems
- Training all staff on data protection and GDPR

If you have any queries about this statement, or our approach to data protection matters, please contact our data protection officer:

dataprotection@shredall.co.uk