GDPR Compliance Cheat Sheet.

Has the activity been included in the ROPA?

Is there a data protection statement for the activity?

Has a DPIA been completed with success, if needed?

Does it comply with the processing principles and is this on record?

Is a specific policy necessary for its proper handling?

Is a specific training necessary for its proper handling?

Can data subject access requests be responded to reasonably?

Provide data subject with a copy of his/her requested data

Correct data of data subject if requested and confirm so

Delete data if requested unless you have a valid reason for not doing so

Inform data recipients of the request, if necessary

New or changed processing activity

Data subject request

Data breach

If you are using a 3rd party contractor: Make sure you control him

if the 3rd party is a sole controller: Agree on terms of transfer

if the 3rd party is a joint controller: Allocate responsibilities

if the 3rd party is a sole controller: Agree on terms of transfer

The 3rd party, you or both are a processor: Enter into a DPA

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Have you taken the necessary steps for restoring data security?

Is there a risk for data subjects? Report to your supervisory authority

Is there a high risk for data subjects? Tell the data subjects

Respond to follow-up inquiries of the supervisory authority

Inform data recipients of the request, if necessary

May be used also for compliance with the revised Swiss Data Protection Act

Questions? dataprivacy@vischer.com