

# **GDPR Templates for Policies, Procedures and Registers**



## **The set of GDPR Document Templates**

**The documents are templates created by lawyers which are ready to use, all you have to do is Adapt them for your organisation and Adopt them as your Policies and Procedures.**

### **General Policies & Procedures**

- 1) Accountability Questionnaire for Senior Management.docx
- 2) Data Protection Policy.docx
- 3) Information Security policy.docx
- 4) Data Retention Policy.docx
- 5) Data Deletion Register.xlsx
- 6) Info Handling Policy.docx

- 7) Internal Audit Policy.docx

## **Staff Policies**

- 1) Employee Acceptable Use Policy.docx
- 2) Encryption Policy.docx
- 3) Bring your own device policy.docx
- 4) Clear desk and clear screen policy.docx
- 5) GDPR Training Policy.docx
- 6) Mobile Device and Teleworker Policy.docx
- 7) Password Policy Construction Policy.docx
- 8) HR Policy.docx
- 9) Employee Privacy Notice.docx

## **Website**

- 1) Privacy Notice.docx
- 2) Privacy Notice Change Register.xlsx
- 3) Procedure to obtain customer consent.docx

## **3<sup>RD</sup> Party Processing Agreements**

- 1) Outsourcing Policy.docx
- 2) Procedure for transfer of Personal Data to 3rd Country.docx
- 3) Data Processing Agreement Controllers.docx
- 4) Data Processing Agreement Processors.docx
- 5) Data Processing Agreement Register.xlsx

## **Data Subject Processes**

- 1) (SAR) Subject Access Request Guidelines.docx
- 2) (SAR) Request Enquiry Form.docx
- 3) (SAR) Respond to Subject Access Request Form.docx
- 4) (SAR) Respond to Subject Access Request – Unable to comply form.docx
- 5) (SAR) Subject Access Request Register.xlsx

- 6) Right to be forgotten Process.docx
- 7) Subject Request Register.xlsx

### **Data Processing Record**

- 1) ICO-documentation-processor-template.xlsx ***(included Free)***
- 2) ICO-documentation-controllers-template.xlsx ***(included Free)***

### **Data Breach Process**

- 1) Data Protection Breach plan.docx
- 2) Data Breach notification – Supervisory Authority.docx
- 3) Data Breach notification – Data Subject.docx
- 4) Data Breach Report.docx
- 5) Breaches Register.xlsx

### **Data Risk Assessment Process**

- 1) Data Protection Impact Assessment Procedure.docx
- 2) Data Protection Impact Assessment.docx
- 3) Legitimate Interest Assessment Overview.docx
- 4) Legitimate Interest Assessment Overview.docx
- 5) DPIA Register.docx

### **Data Protection Officer**

- 1) DPO Job Description and Role Profile.docx

**42 documents x £30 = £1,260:00**

The full set of 42 Documents cost = **£850:00 plus VAT**

Visit the [www.gdpradvisor.co.uk](http://www.gdpradvisor.co.uk) website at [this link to purchase documents](#).