

6 THINGS ABOUT GDPR AND PAYROLL

1

Stay Lean

Minimise the data you hold and you will minimise the risk of a breach.

2

Share with care

If you outsource any part of your payroll process to a third party, make sure they are also compliant with the law and have robust security policies in place.

3

Use, don't abuse

Map all payroll users and systems at every stage of your process. Identify any weak points and weed out excessive access to reduce risk.

4

Be prepared

Make a plan to enable you to report data breaches within the required 72 hours. Communicate that plan to all those involved in the process.

5

Safety first

If you store it, secure it. Consider additional layers of security such as encryption, password protection and access controls to minimise risk.

6

Know their rights

Apart from the founding principle of consent, employees will also have enhanced rights around how their data is used and retained.