

6 THINGS TO THINK ABOUT IN THE RECRUITMENT INDUSTRY

HONEST AUDIT

How many places do you store the data you collect? How much duplication? What is the lawful basis for the processing of personal data? If it is consent, do you have proper consent from people to retain their details and for a clear purpose? Remember you need to be able to show affirmative action for an opt in, not silence or a re-ticked box.

GET EXPLICIT CONSENT

From people to retain their details. Remember you need an affirmative opt in from people, not a passive opt out.

SYSTEMS HELP

Work with your IT department to build robust technical solutions on cyber security and access controls.



PURGE & REFRESH

Delete personal data that's been on file for longer than it should. It will keep you compliant and provide you with better quality, and more accurate information for recruitment.

EDUCATE & REPEAT

Train all staff from day one on the importance of data security, how to handle personal information, and how to keep it safe. Refresh everyone regularly.

EMERGENCY RESPONSE

You have 72 hours to report a breach from when you discover it. What's your plan of action to deal with the breach? If you don't have a plan, get advice and implement one.