

MANAGING SUBJECT ACCESS REQUESTS UNDER DPA AND GDPR



If you have ever had a request for someone's personal data, this is the course for you. It covers all aspects of Data Protection subject access including the basics, exemptions and recent court cases on the purpose of making them. In addition, we look at requests from third party organisations like police, tax and council officials, and the implications of FOI requests for staff and private citizens' data. We'll

consider what difference the new General Data Protection Regulation and other EU law will make to the way personal data will be accessed in the future.

COST

£299 + vat (Lunch and refreshments included)

"The course was excellent and the pace spot on. All enhanced by Tim's excellent tutoring style!"

SW, Natural England

"Tim is absolutely fantastic; knowledgeable, informative. More than i expected. "

RO, Barts and the London NHS Trust

"Quality speaker, very well versed and pitched at the right level."

CR, Fife Fire and Rescue

"All of it was useful; well done! Very informative as well as enjoyable."

CT, Shepway District Council

"Fantastic course, brilliant interaction, great study materials."

LW, Welsh Ambulance Service NHS Trust

"An interesting and engaging session which i will use to assist me in the workplace."

EM, NHS Professionals

VENUES, DATES AND BOOKING

Full list of dates and booking can be found on our website

www.actnow.org.uk/courses

PROGRAMME – 10:00AM – 4:00PM

Rights of Access to Personal Data: An Overview

Brief overview of the right of access under DPA and FOI/FOISA - who can apply, what personal information is covered, time limits, fees etc, and latest cases.

Requests for Applicant's Own Personal Data

How to deal with a request by the applicant for his/her own personal data:

- Data Protection Act factors
- Subject access procedures
- Fees and timescales
- Comparing DPA with FOI and FOISA

Requests for Third Party Personal Data

How to deal with requests for personal data relating to third parties without harming individuals:

- DPA considerations
- Relevant exemptions under FOI/FOISA
- The Public Interest factors
- Sensitive Personal Data
- What information should never be disclosed?

Balancing FOI and Personal Privacy

- Applicability of the Human Rights Act
- Article 8 ECHR – Right to privacy
- Privacy caselaw

Latest Developments to Be Discussed

- The new EU DP Regulation & SARs
- Information Commissioner, Tribunal & Courts
- Scottish Information Commissioner & Court of Session

Common Issues/Questions

- Dead peoples' information
- Medical/ Social Services records
- Statistics
- Salaries and expenses
- Disciplinary records