

GDPR Legal Support Services



Introduction

The new General Data Protection Regulation (GDPR) will apply in the UK from 25 May 2018, replacing the existing Data Protection Act 1998 (DPA). These regulations are intended to provide greater protection for personal data and place additional mandatory obligations on organisations dealing with large amounts of personal information.

Compliance with GDPR is challenging and in order to simplify the process, Brachers LLP and its associated HR consultancy Kent HR have created a package of support to assist you.



Strategic Risk Audit

A strategic audit of current data protection arrangements and whether these meet new obligations under GDPR.

Following completion of an audit assessment and data mapping tool, we will review your data protection policies and privacy notices for compliance purposes.

After the review you will be provided with a traffic light (RAG) report given recommendations for remedial action.

- £650 plus VAT

Structured Audit

An on-site review by a member of our team to work with an appropriate member of your staff to look at current arrangements and support mapping of existing data processes. We will discuss the ways in which you hold, use and retain personal information. Following this review we will make specific recommendations for any remedial action.

This is a more in depth review and this audit is offered on the basis of half days or full days depending on the scope of the project, taking into account the size of your organisation, the number of employees and the level of personal data held.

- £875 half day; or
- £1,200 full day

Template Documents

Brachers has produced template documents to be adapted by organisations to reflect their individual arrangements.

Template documents include:

- Privacy notice for use with employees
- Data Privacy Impact Assessment
- Data Protection Policy
- IT Policy
- Data Retention Policy
- Clause for use in employment contracts

Template documentation are available from late February and may be purchased at a fixed cost of £250 plus VAT per document or £975 plus VAT for all six.

Alternatively tailored policies and procedures can be produced to ensure you have compliant arrangements which meet your specific needs. Tailored documentation is priced separately to reflect clients' requirements; please contact the team to discuss this in more detail.

Training

Staff training is a key element of compliant processes under GDPR and we offer three options for such training:

- A half day in-depth training session for senior personnel (on-site and for up to 20 attendees)
- £1,500 plus VAT
- A two hour overview training session (on-site and for up to 15 attendees)
- £750 plus VAT
- A 40 minute on-line webinar covering key requirements (up to 99 attendees)
- £450 plus VAT



If you would like to speak to a member of our team regarding the GDPR services we offer, please email us at GDPRhelplineT91@brachers.co.uk or call 01622 690691.

About us

Brachers is an award winning law firm, providing valuable legal support and business advice to individuals, companies and other organisations across Kent and beyond.

We offer a full range of legal services to enable our clients to address their challenges, whatever those are, and build and grow for the future. We work with our clients rather than just for them and address more than the narrow legal issues they face. We translate our commercial and sector knowledge and apply it to the needs of our clients so that we can add real value that becomes the basis for long-term solutions.

Our Employment & HR team

Our Employment and HR team take pride in the personal service they deliver and are dedicated to understanding your needs. Clients have an assurance of quality and expert advice through our Lexcel and ISO quality standards that we adhere to and have the comfort of knowing that we are one of the largest employment and HR teams in the South East, working alongside businesses with 60,000 employees.

The team enjoy consistently good feedback, is commended for supporting clients, for understanding the challenges they face and for helping them retain their key asset, their staff. Feedback from clients has led to the team being recognised by leading independent guides to UK law firms including Chambers UK and Legal 500.

Services include:

- Employment contracts, policies and procedures
- Restrictive covenants, competition and confidentiality
- Employee exits and settlement agreements
- Discipline, dismissals and grievances
- Employment tribunals and contract claims
- Employment law training
- Pay reward and bonus arrangements

Our services

Corporate

Commercial

Litigation

Dispute Resolution

Debt Recovery and Insolvency

Construction, Planning and Environment

Licensing and Health & Safety

Employment

Kent HR

Head office

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Brachers LLP