## YOUR IMPLEMENTATION PLAN FOR GDPR

**MONITOR & MAINTAIN:** Continually monitor compliance and create audit trails. Implement a **STEP 6** continuous improvement process and embed on-going training as part of your approach. Implement a review process. **CARRY OUT DUE DILIGENCE:** Identify a risk methodology. Carry out a risk assessment. Take the **STEP 5** remedial steps identified, and plan a response procedure for future data processing activities. PLAN & IMPLEMENT: Implement policies, procedures and processes. Carry out the required **STEP 4** technical changes. Identify your internal team and their responsibilities. Carry out training. Review contracts and consents. **REINVESTIGATE:** Review captured information. Perform an analysis to identify weaknesses and plan **STEP 3** steps to reach compliance. Create your compliance roadmap. **INVESTIGATE:** Investigate data collection and processing activities. Identify current compliance **STEP 2** measures. Assess and investigate effectiveness of existing compliance level. **SET THE SCENE:** Conduct internal updates with reference to Data Protection guidance. Identify your priority areas of focus for compliance. Allocate resource and budget. Implement internal governance procedures. Increase awareness within your organisation..

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**STEP** 

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