

Personal Data Breach and Incident Response Plan

Written by:
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Department
Compliance

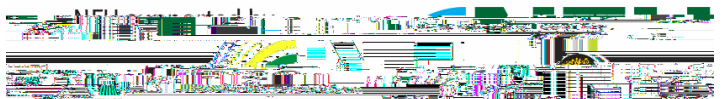
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August 2023

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A description of the measures taken, or to be taken, by the NFU to address the breach and mitigate its possible adverse effects

Full contact details of the NFU.

A record of the breach will be kept on the Compliance N:Drive of any personal data breach, regardless of whether ICO notification was required.

7. Notification to Individuals

If the personal data breach is likely to result in 'a high risk to the rights and freedoms of the individual(s)' then the individual(s) whose personal data has been affected by the incident must be notified without undue delay.

The Compliance Team will contact the individual(s) individually, by e-mail, unless that would involve a disproportionate effort, in which case the Compliance Team will work with the Communications Team to use a public communication (for example - a notification on NFUOnline and/or a press release in the Farmer and Grower magazine) and be ready to handle any incoming enquiries.





Appendix 1 - DATA BREACH REPORT FORM

Please act immediately to report any data breach(es). If you discover a data breach, please notify the Head of Compliance or a member of the Compliance Team immediately, complete Section 1 of this form and email it to compliance@nfu.org.uk



Section 2: Risk Assessment of Breach Severity

To be completed by the Lead Investigator in consultation with the Compliance Team with the Head of Department affected by the breach and if appropriate IS where applicable.

<p>Type and description of data involved Hard Copy/Electronic.</p> <p>Please include details of the IT systems, equipment, devices, records involved in the security breach:</p>	
<p>What is the nature of the information lost?</p>	
<p>How much data has been lost?</p> <p>If laptop lost/stolen: how recently was the laptop backed up onto central IT systems?</p>	
<p>Is the information unique?</p> <p>Will its loss have adverse operational, research, financial, legal, liability or reputational consequences for the NFU or third parties?</p>	
<p>How many data subjects are affected?</p>	
<p>Is the data bound by any contractual security arrangements?</p>	
<p>What is the nature of the sensitivity of the data?</p> <p>Please provide details of any types of information that fall into any of the following categories:</p>	
<p>categories personal data (as defined in the Data Protection Legislation) relating to a</p> <ul style="list-style-type: none"> a) racial or ethnic origin; b) political opinions or religious beliefs; c) trade union membership; d) genetics; e) biometrics (where used for ID purposes); f) health; g) sex life or sexual orientation. 	





Although every effort has been made to ensure accuracy, neither the NFU







Process Map

