



## Building Better Opportunities

### GDPR Update

April 2018

## GDPR Transition Plan

Following our previous message earlier this month we explained that we would release a transition plan to explain which documents should be used in the coming months.

There are a number of new versions for the Annex forms which should only be used during certain time periods. For simplicity we've broken down the guidance into three periods – A, B and C.

### Period A - Now to 25th May 2018

The existing materials should be used during this time period with data collated in the existing Annex L and Annex O.

### Period B – 26th May 2018 to 30th June 2018

New data collection forms must be used from 26th May that comply with the new GDPR legislation that becomes live on 26th May. The forms must be issued with the new Privacy Notices that set out how data will be used, who it is shared with, how long it is stored and who to contact if there are any concerns.

The data collection forms used in Period A must not be used after the 25th May. Any participant data collected on these forms after 25th May must not be included in the participant files or overall performance data for the project (Annex L and E/F). This is because the legal basis for collecting and processing the information has changed and no longer applies.

Data collected in Period A and Period B make up the Q2-2018 claim. The participant data from these forms should be collated in the current version of Annex L (v8). No changes have been made to the documents that make up the claims package for Q2-2018.

### Period C – 1st July 2018 onwards

The new suite of data collection forms can continue to be used during this time. Data collected in

this period should be collated into the new version of Annex L (v9). The changes in this new version of Annex L will complement the changes that have been made to the data collection forms.

### Next steps

We will endeavour to publish the new data collection materials as soon as possible so that all lead organisations can prepare for these changes.

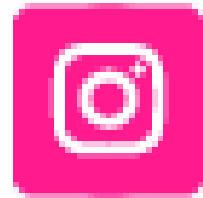
- Further information will be sent out next week about privacy notices based on the responses that we have received to date.
- New data collection forms will be published as soon as possible.
- We will be issuing frequent GDPR updates as soon as we have further information to share.
- Version 9 of Annex L will be published in time to collate new participant data from Q3-2018.

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