

What rights do **individuals** have over their **personal data**?

The right to... be **informed**

Organisations must be **transparent** about how they use personal data. The information organisations supply about processing must be:

- Concise
- Transparent
- Intelligible
- Easily accessible
- Written in clear and plain language
- Provided free of charge



The right to... **access**

Organisations must allow individuals **access to their personal data** so they are aware of and can **verify the lawfulness of processing**.

- Individuals have the right to obtain:
- Confirmation their data is being processed
 - Access to their personal data
 - Other supplementary information

The right to... **rectification**

Individuals are entitled to have personal data rectified if it is **inaccurate** or **incomplete**. If you have disclosed the personal data in question to **third parties** you must inform them of the rectification where possible. Organisations must respond to a rectification request within **one month**.



The right to... **restrict processing**

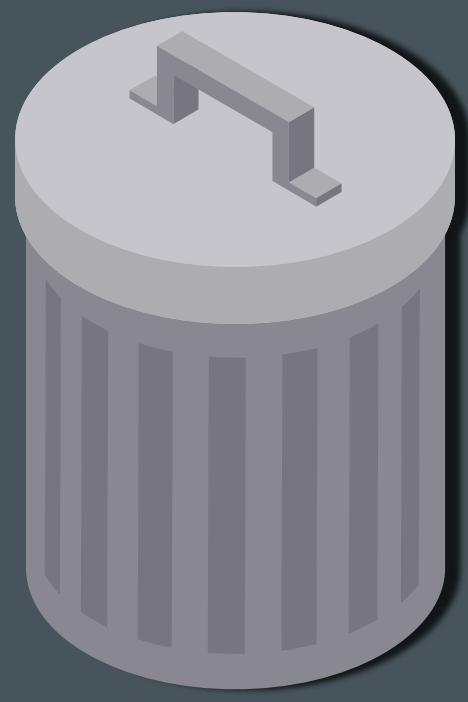
Organisations must **restrict the processing** when:

- An individual contests the accuracy of personal data
- Where an individual has objected to processing where it was necessary for the performance of public interest tasks or purpose of legitimate interests
- When processing is unlawful but the individual requests restriction instead of erasure
- If you no longer need the data but the individual requires it in relation to a legal claim

The right to... **erasure**

Individuals have the right to have personal data **erased** and **prevent processing**:

- Where the personal data is no longer necessary in relation to the purpose which it was originally collected
- When the individual withdraws consent
- When the individual objects to processing and there is no overriding legitimate interest for continuing the processing



The right to... **data portability**

Allows individuals to **obtain & reuse** their personal data for their own purposes across different services. It allows them to **move, copy or transfer** personal data from one IT environment to another in a safe and secure way, without hindrance to usability. Organisations must provide the personal data in a **structured, commonly used and machine readable** format.

The right to... **object**

Individuals have the **right to object** to:

- Processing based on legitimate interest of the performance of a task in the public interest/exercise of official authority (including profiling)
- Direct marketing (including profiling)
- Processing for the purposes of scientific/historical research and statistics



Rights related to... **automation & profiling**



The GDPR provides safeguards for individuals against the risk that a potentially damaging decision is taken **without human intervention**.

Individuals have the right not be subject to decision when:

- It is based on automated processing; and
- It produced a legal effect or similarly significant effect on the individual

You must ensure individuals are able to

- Obtain human intervention
- Express their point of view; and
- Obtain an explanation of the decision and challenge it