

WG3.1 GDPR Experiences of universities since the entering into effect of the Regulation; how are universities tackling the practical issues

Miriam Ryan, BSc, MSc, PhD, BCL

Legal & Contracts Officer

Maynooth University, Ireland

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Presentation

1. MU Preparation

2. Issues that arose

3. Implementation



Maynooth University Preparation May 2017

Maynooth University: May '17

Preparation

- Data Protection Officer
- Steering Committee with Project Plan
- Data Mapping process – throughout the university
- Review and update of Consent Forms and Privacy notices

Preparation

- Online training module –all staff and research students (completed by all before May 2018)
- Data protection webpage updated
- Dissemination via staff newsletter and other means to reinforce that GDPR is everyone's business

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Preparation: Risks Identified



Risks Identified

- Not being aware of personal data held by University
- Data held locally
- Sensitive personal data not identified
- Retention schedules may not be adhered to
- Breach Notification not understood

Issues re Research Data (what, where, how) Review of Ethics Committee Applications

Review of approved Ethics applications

Sept 2013 -March 2018

**Biomedical and Life
Sciences Research**

**Social Science
Research**

Personal identifiable data
collected?
Sensitive subject matter?
Research involving Children?
No. of participants?
Type of identifier?
How long data to be held?

Result:

1. Identified and contacted those holding personally identifiable data.
2. When were the personal identifiers destroyed? If not, when will they be destroyed?

Implementation

Research activities – Ethics Committee

- [Research Ethics](#)
- <https://www.maynoothuniversity.ie/research/research-development-office/research-ethics>
- Two Committees with a 3 tier process.
- Data Privacy Impact Assessment required at application – if Personal Data
 - Makes people think, more aware of personal data
 - Practical document - robust
 - Set out mitigations to be put in place to minimise risks
 - Use of personal data; Data flows; Proportionality and Necessity; Data transfers; Stakeholder consultation.

Implementation (2)

Research activities – Ethics Committee

- Further additions
- Controller of data – now added in consent forms- University
- Safeguarding the data – All password protected

- Maynooth University Data Protection Office
- <https://www.maynoothuniversity.ie/data-protection>
- Privacy notices published
- Staff data
 - Staff data privacy notice
 - Student data privacy notice
- Annual review
- Sept 2018
 - Policies have been updated
 - Further training, targeted specific workshops for all academic departments in Q4 2018

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