

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
 Entry Date: 22/05/2018 Data Code:

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	N/A
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data Subject requested to notify changes		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: CB77EAEC-4E2E-40DF-9CEB

Data Item	Start and end dates of employment or other	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	N/A		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: 4454EC97-17E6-46DD-8D2D-

Data Item	Work Address (i.e. either contact address or	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data subject requested to notify changes		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: F0A9CB0B-802C-462A-B45E

Data Item	Working Hours	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: D3F09252-6DAB-4A21-99A9-

Data Item	Work telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: 151B426B-3ACC-4D0A-ACF8

Data Item	Work email address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: 9E88256E-2C4C-4A74-B3D6-

Data Item	Holiday entitlement	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Working time records (inc. holiday pay, opt
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: FA02B630-3EFA-406C-9E6A

Data Item	Current Job Title	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
 Entry Date: 22/05/2018 Data Code: 1ED4F641-A430-43CE-8823

Data Item	Pregnancy / maternity records	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	Employment + Appropriate Policy
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Maternity / family friendly
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Family friendly rights (i.e. maternity,
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	5		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes	Note legal obligation to retain for at least 3 years from end of relevant tax year - Statutory Maternity Pay (General) Regs 1986		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: 3B4037AA-CC38-434B-8209

Data Item	Date of birth	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes	Payroll information (all - in support of company return) (inc.pay, tax code, DOB, hours, overtime, deductions, absence, leave, benefits, gender and NI number. PAYE records to include calculation sheets for pay and deductions, p11d, p9d, payment records, tax forms, SSP forms and records, any other records in evidence of reporting to HMRC)		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services**

Data Asset **People HR**

Entry Date **22/05/2018**

Data Code **A8AC6887-88D6-4728-8D44**

Data Item **Photographs**

Controller or Processor Controller Processor

Data Subject **EMPLOYEE**

Special Category? Yes No

Exemption

Special Condition

Process Purpose **MANAGEMENT - To effectively manage our staff, their activities and our tangible assets**

Legal Basis **Legitimate Interest**

Contractual Necessity Details **N/A**

Legitimate Interest Assessment N/A Yes No

LIA Name **Administration of employment**

Legal Requirement Details **N/A**

Vital Interest Details **N/A**

Consent Details **N/A**

FUSIE Consent? Yes No

Retention Period **6 years**

Retention Period Buffer **+ 1 year**

Retention Period Runs From **Termination of employment**

Retention Policy Schedule Category **Photographs**

Measures to ensure accuracy **Data user reliant update**

Data Source **Internally input by client's staff**

Approx. No of Records **50**

Approx. No of Data Subjects **50**

Storage State **Data in database structure**

Mobile Device Management All Some None

Storage Physical Location **At an unknown location defined by a data**

Access All staff Staff need to know All management Management need to know IT HR Accounts

List other organisations or individuals who access

People Apps Limited

GDPR Compliant Terms signed? **Pending**

Overseas transfer Yes No

Transferee country

- EEA
- USA - Privacy Shield
- New Zealand
- Switzerland
- Andora
- Argentina
- Canada - commercial organisations
- Faroe Islands
- Gurnsey
- Isle of Man
- Isreal
- Jersey
- Uruguay
- Other (complete adequacy assessment)

Likelihood of breach 1 to 5 **1**

Breach risk severity 1 to 5 **2**

Risk rating 1 to 25 **2**

Encrypted Yes No

Two factor authentication N/A Yes No

Data Security Policy contains guidance Yes No TBD

Other security measures Physical access controls Input controls
 System access controls Data backups
 Data access controls Data segregation
 Transmission controls

Other security free text

Notes **People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. LIA and Retention**

Advice Notes

Instructions required Yes

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: 51577BBA-C3F9-415F-BFF3-

Data Item	ID Number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Admin codes, internal notes &
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	N/A		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: B5A5E6F6-E2D5-41C3-9B73

Data Item	Sickness absence records	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Sickness self-cert forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Termination of employment	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Fixed time bound update		
Data Source	Data subject and internally input		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: 2FC928ED-4F08-4FC7-BB74

Data Item	General attendance records	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Employee attendance data
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: 9F548B81-7C9A-48FA-B738-

Data Item	Gender	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	OBLIGATION - To comply with a strict legal obligation to retain records		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Income Tax (PAYE) Regs 2003		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information (pay and deductions)
Measures to ensure accuracy	N/A		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes	Income Tax (PAYE) Regs 2003 require minimum 3 years but financial year + 7 adopted to match other People HR retention periods.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: AAE06882-2937-4197-B4C9-

Data Item	National Insurance Number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Income Tax (PAYE) Regs 2003		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information (pay and deductions)
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes	Income Tax (PAYE) Regs 2003 require minimum 3 years but financial year + 7 adopted to match other People HR retention periods.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
 Entry Date: 22/05/2018 Data Code: 8908531B-B759-4563-A477-

Data Item	Nationality	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Immigration (Restrictions etc) Order 2007		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Right to work documents
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes	Immigration (Restrictions etc) Order 2007 (Para 6) requires at least 2 years from termination of employment but 6 years + 1 yr buffer from termination adopted to match other HR records and 'Administration of Employment' Legitimate Interest Assessment relied upon for remainder period.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: 79F77E53-F8E6-4E8D-AA5C-

Data Item	Employment Type	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	CONTRACT - To perform our duties under a contract		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To establish certainty as to terms and contracting parties		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR
Entry Date: 22/05/2018 Data Code: DE62FD58-543F-4935-9459

Data Item	Probation period dates and other related	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: 2EC6006D-EF28-41CE-B2A3-

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: 92FE9D69-BA06-4013-8A2C

Data Item	Current Job Title	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: A343219C-2344-4BCD-A3A9

Data Item	Qualifications / Certificates (details of)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Termination of employment	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: E0641F3D-0FFA-471F-9873-

Data Item	Knowledge / Understanding	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: DDE4AEEE-DA21-4193-9443-

Data Item	Skills	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: 184CE85F-4CAF-4F67-8E76

Data Item	Experience	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: E41F64EC-E4D0-4D06-8475

Data Item	Personal attributes	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: 1A0C1D18-3FA6-46CE-96F3

Data Item	Personal Development	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: 7B104872-DBDC-4730-ABA3

Data Item	General performance indicators	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: F687B7CB-BB09-4347-9CDD-

Data Item	Objectives	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: 2C35FE94-FEBF-4D0A-BAB6

Data Item	Strenghts / limitations	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: C03962EE-2532-471C-BE67-

Data Item	Conduct of employer concerns	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: 7DAAC93B-7BD2-4018-8F14-

Data Item	Performance summary	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of development
Entry Date: 22/05/2018 Data Code: 664FCD48-7868-49CB-A661

Data Item	Signature (data subject)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Appraisal forms and related
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services**

Data Asset **People HR scanned copies of development**

Entry Date **22/05/2018**

Data Code **EB7DDFEF-7ECB-49F7-AF89**

Data Item **Signature (manager)**

Controller or Processor Controller Processor

Data Subject **EMPLOYEE**

Special Category? Yes No

Exemption

Special Condition

Process Purpose **MANAGEMENT - To effectively manage our staff, their activities and our tangible assets**

Legal Basis **Legitimate Interest**

Contractual Necessity Details **N/A**

Legitimate Interest Assessment N/A Yes No

LIA Name **Appraisal forms and related**

Legal Requirement Details **N/A**

Vital Interest Details **N/A**

Consent Details **N/A**

FUSIE Consent? Yes No

Retention Period **6 years**

Retention Period Buffer **+ 1 year**

Retention Period Runs From **Termination of employment**

Retention Policy Schedule Category **Personnel file data**

Measures to ensure accuracy **Data user reliant update**

Data Source **Internally input by client's staff**

Approx. No of Records **50**

Approx. No of Data Subjects **50**

Storage State **Data in database structure**

Mobile Device Management All Some None

Storage Physical Location **At an unknown location defined by a data**

Access All staff Staff need to know All management Management need to know IT HR Accounts

List other organisations or individuals who access

People Apps Limited

GDPR Compliant Terms signed? **Pending**

Overseas transfer Yes No

Transferee country

- EEA
- USA - Privacy Shield
- New Zealand
- Switzerland
- Andora
- Argentina
- Canada - commercial organisations
- Faroe Islands
- Gurnsey
- Isle of Man
- Isreal
- Jersey
- Uruguay
- Other (complete adequacy assessment)

Likelihood of breach 1 to 5 **1**

Breach risk severity 1 to 5 **4**

Risk rating 1 to 25 **4**

Encrypted Yes No

Two factor authentication N/A Yes No

Data Security Policy contains guidance Yes No TBD

Other security measures Physical access controls Input controls
 System access controls Data backups
 Data access controls Data segregation
 Transmission controls

Other security free text

Notes **People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.**

Advice Notes

Instructions required Yes

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of contract of
 Entry Date: 22/05/2018 Data Code: D4FE2DC7-6296-48D0-BBE4

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Employment Rights Act 1996 s. 1		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of contract of
Entry Date: 22/05/2018 Data Code: 6A38A5BF-9767-4AD2-99D7

Data Item	Home Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	CONTRACT - To perform our duties under a contract		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To draft and issue the contract		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of contract of
Entry Date: 22/05/2018 Data Code: 598C72E3-E6C3-48E0-B1D5

Data Item	Contract commencement date	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Employment Rights Act 1996 s. 1		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of contract of
Entry Date: 22/05/2018 Data Code: 6A57B10E-3DF0-4FE5-8DCF

Data Item	Employment Type	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Employment Rights Act 1996 s. 1		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of contract of
Entry Date: 22/05/2018 Data Code: 5DF52E54-B32A-432B-B2D9

Data Item	Current Job Title	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Employment Rights Act 1996 s. 1		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of contract of
Entry Date: 22/05/2018 Data Code: 117DE25A-28A7-4015-ABC9

Data Item	Work Address (i.e. either contact address or	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Employment Rights Act 1996 s. 1		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of contract of
Entry Date: 22/05/2018 Data Code: D6C2A10D-D91D-4084-BD72-

Data Item	Pay rate and pay history	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Employment Rights Act 1996 s. 1		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of contract of
Entry Date: 22/05/2018 Data Code: 9024A11E-156E-4E6A-A138-

Data Item	Working Hours	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Employment Rights Act 1996 s. 1		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of contract of
Entry Date: 22/05/2018 Data Code: C5E39526-B8F1-41EA-BB28

Data Item	Holiday entitlement	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Employment Rights Act 1996 s. 1		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of contract of
Entry Date: 22/05/2018 Data Code: 2B2647EA-7B10-4BE1-BF0D-

Data Item	Current Notice Period	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Employment Rights Act 1996 s. 1		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of contract of
Entry Date: 22/05/2018 Data Code: 92A81457-1FBE-4163-9561-F0044A03731E

Data Item	Signature (data subject)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	CONTRACT - To ensure other parties perform their contracted duties		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To establish certainty as to terms and contracting parties		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of non-
Entry Date: 22/05/2018 Data Code: 921CD3BC-4E2F-4BD1-B12E

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	SECURITY - To promote and ensure a secure working environment and protect our staff and tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Sign off slips and collateral
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of non-
Entry Date: 22/05/2018 Data Code: 79670C97-FE6D-4199-86AF

Data Item	Home Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	SECURITY - To promote and ensure a secure working environment and protect our staff and tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Sign off slips and collateral
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of non-
Entry Date: 22/05/2018 Data Code: C25AA986-49CB-406E-A8FF

Data Item	Signature (data subject)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	SECURITY - To promote and ensure a secure working environment and protect our staff and tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Sign off slips and collateral
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of training /
Entry Date: 22/05/2018 Data Code: 577C0224-1F99-4F0B-880C

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of training /
Entry Date: 22/05/2018 Data Code: 7E19E431-CC68-4AE9-81CF-

Data Item	Qualifications / Certificates (details of)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: 10EB175D-65B9-43D7-9D1F-

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: 41A3B43C-3F21-4CDD-82E3

Data Item	Gender	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: E777056F-1773-4EB3-91BF-

Data Item	Date of birth	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: 32691C41-CF2A-4BF7-AA49

Data Item	Passport copy / number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services**

Data Asset **People HR scanned copies of isolated**

Entry Date **22/05/2018**

Data Code **C29CA5B5-AE18-47C0-82D7-**

Data Item	Current Job Title	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	8		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: 6B063845-2794-4C36-A9DC

Data Item	Blood type	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Vital interests
		Special Condition	Employment + Appropriate Policy
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	15		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes	Likelihood of breach rated as '3' because data to be transferred out of jurisdiction if used.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: 9B87EBA7-5C31-457F-A978

Data Item	Height	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: C4228C6D-9572-44A3-8932-

Data Item	Weight	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: 47CE7024-0ED7-430F-9383-

Data Item	Hair colour	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: 6D799672-6074-4D80-9E94-2029DF713124

Data Item	Eye colour	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: 625595C6-0339-44C7-AB86-

Data Item	Ethnicity	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Vital interests
		Special Condition	Employment + Appropriate Policy
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: 55FEC7B2-D50C-49B9-9677

Data Item	Citizenship	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: B2FE0308-B238-4FEC-9D7A

Data Item	Religious or philosophical beliefs	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Vital interests
		Special Condition	Employment + Appropriate Policy
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: C974851A-7C1B-465B-91DF

Data Item	Identifying marks	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: 5461A2AA-2F65-47FC-92C4

Data Item	Medical information	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Vital interests
		Special Condition	Employment + Appropriate Policy
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: A3CB4E55-A3F1-47EF-8C5A-

Data Item	Prescriptions	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Vital interests
		Special Condition	Employment + Appropriate Policy
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: B9120CA0-6439-4B87-B808

Data Item	Allergies	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Vital interests
		Special Condition	Employment + Appropriate Policy
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	15		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: C872241A-63D1-42DC-AF73

Data Item	Photographs	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: D0E8C5AF-B492-4496-985E

Data Item	Authentication questions / answers	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copies of isolated
Entry Date: 22/05/2018 Data Code: 070D6A6F-F315-4B7D-BF79

Data Item	Signature (data subject)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To provided a comprehensive profile for local		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	10		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored to be		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services**

Data Asset **People HR scanned copies of isolated**

Entry Date **22/05/2018**

Data Code **2FDE7534-7CBE-413F-80F5**

Data Item **Next of kin / Emergency contact details**

Controller or Processor Controller Processor

Data Subject **EMPLOYEE**

Special Category? Yes No

Exemption

Special Condition

Process Purpose **LIFE - To protect health and wellbeing**

Legal Basis **Vital Interest**

Contractual Necessity Details **N/A**

Legitimate Interest Assessment N/A Yes No

LIA Name **N/A**

Legal Requirement Details **N/A**

Vital Interest Details **To provided a comprehensive profile for local**

Consent Details **N/A**

FUSIE Consent? Yes No

Retention Period **1 year**

Retention Period Buffer **n/a**

Retention Period Runs From **Termination of employment**

Retention Policy Schedule Category **Personnel file data**

Measures to ensure accuracy **Data user reliant update**

Data Source **The Data Subject themselves**

Approx. No of Records **50**

Approx. No of Data Subjects **50**

Storage State **Data in database structure**

Mobile Device Management All Some None

Storage Physical Location **At an unknown location defined by a data**

Access All staff Staff need to know All management Management need to know IT HR Accounts

List other organisations or individuals who access

People Apps Limited

GDPR Compliant Terms signed? **Pending**

Overseas transfer Yes No

Transferee country

- EEA
- USA - Privacy Shield
- New Zealand
- Switzerland
- Andora
- Argentina
- Canada - commercial organisations
- Faroe Islands
- Gurnsey
- Isle of Man
- Isreal
- Jersey
- Uruguay
- Other (complete adequacy assessment)

Likelihood of breach 1 to 5 **2**

Breach risk severity 1 to 5 **5**

Risk rating 1 to 25 **10**

Encrypted Yes No

Two factor authentication N/A Yes No

Data Security Policy contains guidance Yes No TBD

Other security measures Physical access controls Input controls
 System access controls Data backups
 Data access controls Data segregation
 Transmission controls

Other security free text

Notes **People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Processed for benefit**

Advice Notes

Instructions required Yes

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR clothing & equipment issue form
Entry Date: 22/05/2018 Data Code: FA5C854D-612E-463B-AF8B-

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR clothing & equipment issue form
Entry Date: 22/05/2018 Data Code: 47DCA773-3B8A-4163-A22F

Data Item	Current Job Title	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR clothing & equipment issue form
Entry Date: 22/05/2018 Data Code: 1C11D5B3-1CC9-480E-A87C

Data Item	Gender	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR clothing & equipment issue form
Entry Date: 22/05/2018 Data Code: DA856ED8-056E-4697-B19C

Data Item	Clothing size	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR clothing & equipment issue form
Entry Date: 22/05/2018 Data Code: 5455F8A1-BBF8-4B4D-B51C

Data Item	Signature (data subject)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copy of driving licence
Entry Date: 22/05/2018 Data Code: E4E470F5-027A-4600-8327-

Data Item	Drivers' licence copy / number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	DUTY - To comply with a duty owed to a 3rd party		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Copy of driving licence
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	5		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copy of NI card
 Entry Date: 22/05/2018 Data Code: E20CEF77-FE40-46D5-A990-

Data Item	National Insurance Number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Income Tax (PAYE) Regs 2003		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	5		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes	Income Tax (PAYE) Regs 2003 require minimum 3 years but financial year + 7 adopted to match other People HR retention periods.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copy of DBS certificate
 Entry Date: 22/05/2018 Data Code: A136AEBA-C095-4C14-9F28-

Data Item	Criminal record check	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	Employment + Appropriate Policy
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Criminal convictions, etc data other
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Publicly available source		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	5		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes	Only DBS reference number should be retained after retention period advised above. See https://www.gov.uk/government/publications/handling-of-dbs-certificate-information/handling-of-dbs-certificate-information		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copy of DBS certificate
 Entry Date: 22/05/2018 Data Code: 41F5098E-CDBF-4AF1-B0C3-

Data Item	Criminal record check	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	Employment + Appropriate Policy
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Criminal convictions, etc data other
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	N/A		
Data Source	Publicly available source		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	5		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Criminal Convictions		
Advice Notes	Only DBS reference number should be retained after retention period advised above. See https://www.gov.uk/government/publications/handling-of-dbs-certificate-information/handling-of-dbs-certificate-information		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR scanned copy of passport
 Entry Date: 22/05/2018 Data Code: 7C365B69-A97C-4242-AA00

Data Item	Passport copy / number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Immigration (Restrictions on Employment)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Right to work documents
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	5		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility.		
Advice Notes	Immigration (Restrictions on Employment) Order 2007 article 6 (b) provides: 'the copy or copies are retained securely by the employer for a period of not less than two years after the employment has come to an end.'		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Medical data / vaccinations
Entry Date: 22/05/2018 Data Code: D3A8F313-D23C-4147-83EC-

Data Item	Medical information	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical information / vaccinations
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Buffer		Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	15		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored under Art 6.1d		
Advice Notes	Likelihood of breach rated as '3' because data to be transferred out of jurisdiction if used.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Medical data / vaccinations
Entry Date: 22/05/2018 Data Code: D417ED8F-9F75-4EAF-A95C

Data Item	Allergies	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical information / vaccinations
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Termination of employment	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	15		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored under Art 6.1d		
Advice Notes	Likelihood of breach rated as '3' because data to be transferred out of jurisdiction if used.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Medical data / vaccinations
 Entry Date: 22/05/2018 Data Code: ECD9CC20-03D0-4A3E-A245

Data Item	Blood type	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical information / vaccinations
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	15		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Mobile version has reduced data visibility. Stored under Art 6.1d		
Advice Notes	Likelihood of breach rated as '3' because data to be transferred out of jurisdiction if used.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Medical data / vaccinations
Entry Date: 22/05/2018 Data Code: 9066ED35-12F4-48A1-A73F

Data Item	Vaccinations	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical information / vaccinations
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Termination of employment	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	15		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Includes vaccination expire dates. Mobile version has reduced		
Advice Notes	Likelihood of breach rated as '3' because data to be transferred out of jurisdiction if used.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR 'contacts'
Entry Date: 22/05/2018 Data Code: 23B5A6FE-2627-4DA2-A1BE-

Data Item	Home Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff contact details
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Termination of employment	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data subject requested to notify changes		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR 'contacts'
Entry Date: 22/05/2018 Data Code: 5D0DC65E-1096-4D22-8D0F

Data Item	Work telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff contact details
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data subject requested to notify changes		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR 'contacts'
Entry Date: 22/05/2018 Data Code: E0FE1358-018E-48C5-8BDF-

Data Item	Personal email address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff contact details
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Termination of employment	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data subject requested to notify changes		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR 'contacts'
Entry Date: 22/05/2018 Data Code: 96F7F392-E1A6-40C7-89F7

Data Item	Bank details	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To make or receive payments under the contract		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data subject requested to notify changes		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR 'contacts'
Entry Date: 22/05/2018 Data Code: 26EE14F0-CF8E-4A49-9A72-

Data Item	Next of kin / Emergency contact details	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Next of kin / emergency contact
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6. Processed for benefit of the team member, without need to		
Advice Notes	Suggested retention period only 1 year because this is 3rd party personal data.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR 'case notes'
Entry Date: 22/05/2018 Data Code: 39816F2A-4A85-4341-8F84-

Data Item	Disciplinary records	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR 'case notes'
Entry Date: 22/05/2018 Data Code: 192CF71B-ABC8-4595-902C-

Data Item	Grievance records	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR 'case notes'
Entry Date: 22/05/2018 Data Code: 6FD97E65-CDD6-44FC-8197-

Data Item	Capability formal proceedings information	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Applicant tracking system
Entry Date: 22/05/2018 Data Code: 568F33F0-5CEC-4E3B-9331-

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	APPLICANT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff application documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Recruitment Documentation
Measures to ensure accuracy	Data user reliant update		
Data Source	Data subject and internally input		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes	Please advise approx. number of records and data subjects.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Applicant tracking system
Entry Date: 22/05/2018 Data Code: FF16A4DE-C946-4A4A-8109-

Data Item	Home Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	APPLICANT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff application documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Recruitment Documentation
Measures to ensure accuracy	Data user reliant update		
Data Source	Data subject and internally input		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes	Please advise approx. number of records and data subjects.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Applicant tracking system
Entry Date: 22/05/2018 Data Code: 1F47E5AD-53EA-4F67-8649

Data Item	Personal email address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	APPLICANT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff application documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Recruitment Documentation
Measures to ensure accuracy	Data user reliant update		
Data Source	Data subject and internally input		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes	Please advise approx. number of records and data subjects.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Applicant tracking system
Entry Date: 22/05/2018 Data Code: 1464870A-4AB7-4679-8545-01D0A640C932

Data Item	Home telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	APPLICANT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff application documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Recruitment Documentation
Measures to ensure accuracy	Data user reliant update		
Data Source	Data subject and internally input		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes	Please advise approx. number of records and data subjects.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Applicant tracking system
Entry Date: 22/05/2018 Data Code: C26C1754-55EA-4A27-84D3-

Data Item	Expression of opinion about data subject	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	APPLICANT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff application documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Recruitment Documentation
Measures to ensure accuracy	Data user reliant update		
Data Source	Data subject and internally input		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes	Please advise approx. number of records and data subjects.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Applicant tracking system
Entry Date: 22/05/2018 Data Code: 7DB18F30-3EA1-4249-A396-

Data Item	Application form / CV - variable data	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	APPLICANT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff application documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Recruitment Documentation
Measures to ensure accuracy	Data user reliant update		
Data Source	Data subject and internally input		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes	Please advise approx. number of records and data subjects.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Applicant tracking system
 Entry Date: 22/05/2018 Data Code: 3D69D340-D37E-4C61-9072-

Data Item	Referee Contact	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	APPLICANT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff application documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Recruitment Documentation
Measures to ensure accuracy	Data user reliant update		
Data Source	Data subject and internally input		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes	Please advise approx. number of records and data subjects.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Applicant tracking system
 Entry Date: 22/05/2018 Data Code: 048C96D1-8B67-40CE-B99F-

Data Item	Referee Employer Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	APPLICANT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff application documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Recruitment Documentation
Measures to ensure accuracy	Data user reliant update		
Data Source	Data subject and internally input		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes	Please advise approx. number of records and data subjects.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Applicant tracking system
Entry Date: 22/05/2018 Data Code: E460F66F-E685-41F0-8828-

Data Item	Referee Employer Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	APPLICANT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff application documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Recruitment Documentation
Measures to ensure accuracy	Data user reliant update		
Data Source	Data subject and internally input		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes	Please advise approx. number of records and data subjects.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Applicant tracking system
Entry Date: 22/05/2018 Data Code: 6C9BBBFC-ADBF-4CF2-839D-

Data Item	Referee Employer Email	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	APPLICANT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff application documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Recruitment Documentation
Measures to ensure accuracy	Data user reliant update		
Data Source	Data subject and internally input		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes	Please advise approx. number of records and data subjects.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: People HR Applicant tracking system
Entry Date: 22/05/2018 Data Code: B98F4B77-18A8-492D-8CF1

Data Item	Position Sought	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	APPLICANT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff application documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 months	Retention Period Buffer	+ 1 month
Retention Period Runs From	Closure of recruitment process	Retention Policy Schedule Category	Recruitment Documentation
Measures to ensure accuracy	Data user reliant update		
Data Source	Data subject and internally input		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	People Apps Limited	GDPR Compliant Terms signed?	Pending
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	People HR says data stored 'within the EEA'. Data Security Policy para 3.6.		
Advice Notes	Please advise approx. number of records and data subjects.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
Entry Date: 22/05/2018 Data Code: 0CEC2080-DF0B-423C-BB0D-

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
Entry Date: 22/05/2018 Data Code: F39D08D2-FDA4-4DB3-87F7

Data Item	Work email address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
Entry Date: 22/05/2018 Data Code: 28B157FB-0E64-4F9D-8504-

Data Item	Current Job Title	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
Entry Date: 22/05/2018 Data Code: 463349CC-7460-4A57-8138-B497D3799424

Data Item	Personal mobile	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Client contact personal data
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
Entry Date: 22/05/2018 Data Code: 5E917C17-BDB9-4B49-84E9

Data Item	Dietary requirements	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	DUTY - To comply with a duty owed to a 3rd party		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Dietary requirements
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
Entry Date: 22/05/2018 Data Code: F8F54B89-9A9B-45CD-9D3F

Data Item	Employment Type	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
Entry Date: 22/05/2018 Data Code: D3118F62-C1E4-438C-A9AB

Data Item	Social media ID	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	REFERRALS - To market or otherwise correspond with those referred to us		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Staff contact details
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	Internally input by client's staff		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
 Entry Date: 22/05/2018 Data Code: 50A56371-5351-4F4A-88ED-

Data Item	Blood type	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical information / vaccinations
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	15		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Likelihood of breach rated as '3' because data to be transferred out of jurisdiction if used.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
Entry Date: 22/05/2018 Data Code: DAA26140-B9D8-46AD-8850

Data Item	Medical information	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical information / vaccinations
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Termination of employment	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	15		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Likelihood of breach rated as '3' because data to be transferred out of jurisdiction if used.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
 Entry Date: 22/05/2018 Data Code: 402C19F4-A4E9-4EB1-996F

Data Item	Allergies	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical information / vaccinations
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	15		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Likelihood of breach rated as '3' because data to be transferred out of jurisdiction if used.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
Entry Date: 22/05/2018 Data Code: D4A03C6C-8364-4DD0-A978-

Data Item	Prescriptions	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical information / vaccinations
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Termination of employment	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	15		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Likelihood of breach rated as '3' because data to be transferred out of jurisdiction if used.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
Entry Date: 22/05/2018 Data Code: A76DB9C6-69DA-4C41-BB76-

Data Item	Passport copy / number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	15		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Likelihood of breach rated as '3' because data to be transferred out of jurisdiction if used.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
Entry Date: 22/05/2018 Data Code: 50353A3D-9252-450C-ACC6

Data Item	Drivers' licence copy / number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	DUTY - To comply with a duty owed to a 3rd party		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Copy of driving licence
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	5		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Likelihood of breach rated as '3' because data to be transferred out of jurisdiction if used.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - User profile
 Entry Date: 22/05/2018 Data Code: 474B108E-0A93-4439-8DAD

Data Item	Next of kin / Emergency contact details	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LEGITIMATE INTEREST - To attain some other legitimate interest		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Next of kin / emergency contact
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	1 year	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Suggested retention period only 1 year because this is 3rd party personal data.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - IT Assets
Entry Date: 22/05/2018 Data Code: BF7C54AF-7457-4508-AB4F-

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	Data user reliant update		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Accounts / Contacts
 Entry Date: 22/05/2018 Data Code: 063CCEA5-146D-4EC3-A601

Data Item	Contact Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / BUSINESS PARTNER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Corporate Contacts
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Client contact details
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Issue a refresher email to contacts after five years offering opt-out		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Accounts / Contacts
Entry Date: 23/05/2018 Data Code: F4D60438-7A18-4059-95EB-

Data Item	Contact Telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / BUSINESS PARTNER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Corporate Contacts
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Client contact details
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Issue a refresher email to contacts after five years offering opt-out		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Accounts / Contacts
 Entry Date: 23/05/2018 Data Code: 27C4ADE4-DF93-4DCB-BE1C

Data Item	Contact Address / Email	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / BUSINESS PARTNER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Corporate Contacts
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Client contact details
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Issue a refresher email to contacts after five years offering opt-out		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Accounts / Contacts
Entry Date: 23/05/2018 Data Code: 822B6C43-D0A5-4479-BB5A-

Data Item	Est. Net Value	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	DONOR		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Corporate Contacts
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Financial information
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Issue a refresher email to contacts after five years offering opt-out		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Accounts / Contacts
Entry Date: 23/05/2018 Data Code: C5F6843F-6488-4E0C-AF8B

Data Item	Contractor CV	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / BUSINESS PARTNER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Corporate Contacts
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Issue a refresher email to contacts after five years offering opt-out		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Accounts / Contacts
Entry Date: 23/05/2018 Data Code: AA464376-008B-425D-A222-A625504F0673

Data Item	Contractor DoB	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / BUSINESS PARTNER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Corporate Contacts
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Issue a refresher email to contacts after five years offering opt-out		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Accounts / Contacts
Entry Date: 23/05/2018 Data Code: 5345E369-2950-4945-852F-4B1051F8039F

Data Item	LinkedIn URL	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / BUSINESS PARTNER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Corporate Contacts
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	Indefinitely	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	n/a	Retention Period Buffer	n/a
		Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Volunteer Leads
Entry Date: 23/05/2018 Data Code: 5D717007-8B29-4A7C-9485

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	VOLUNTEER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	N/A
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	LIA Name	Volunteer Leads
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Volunteer Leads
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Offer opt-out unsubscribe on emails - ensure to contact periodically to renew interest and give opportunity to be taken off lead list. NK To purge historical data. Delete - no reason to retain.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Volunteer Leads
 Entry Date: 23/05/2018 Data Code: A2E0E24A-BA3D-4310-9422-

Data Item	Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	VOLUNTEER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	LIA Name	Volunteer Leads
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Volunteer Leads
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Offer opt-out unsubscribe on emails - ensure to contact periodically to renew interest and give opportunity to be taken off lead list. NK To purge historical data. Delete - no reason to retain.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Volunteer Leads
Entry Date: 23/05/2018 Data Code: F4132047-75B8-4F9A-8382-

Data Item	Email	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	VOLUNTEER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	LIA Name	Volunteer Leads
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Volunteer Leads
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Offer opt-out unsubscribe on emails - ensure to contact periodically to renew interest and give opportunity to be taken off lead list. NK To purge historical data. Delete - no reason to retain.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Volunteer Leads
Entry Date: 23/05/2018 Data Code: FD1287C7-8A30-4965-B6DE

Data Item	Telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	VOLUNTEER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	LIA Name	Volunteer Leads
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Volunteer Leads
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Offer opt-out unsubscribe on emails - ensure to contact periodically to renew interest and give opportunity to be taken off lead list. NK To purge historical data. Delete - no reason to retain.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Volunteer Leads
Entry Date: 23/05/2018 Data Code: 25346511-2A51-4C22-B5EC

Data Item	CV	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	VOLUNTEER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	LIA Name	Volunteer Leads
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Volunteer Leads
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Offer opt-out unsubscribe on emails - ensure to contact periodically to renew interest and give opportunity to be taken off lead list. NK To purge historical data. Delete - no reason to retain.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Business Development Leads
Entry Date: 23/05/2018 Data Code: BDB5BBE0-420E-4162-895D

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / DONOR / POTENTIAL CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MARKETING - To market to past clients and prospects		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Marketing Leads
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	*Soft opt-in – engagement leads previously	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Query as to whether these qualify for soft opt-in, and if not should be processed only with consent.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Business Development Leads
Entry Date: 23/05/2018 Data Code: 4E9AFB4B-4452-440A-A494-

Data Item	Personal email address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / DONOR / POTENTIAL CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MARKETING - To market to past clients and prospects		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Marketing Leads
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	*Soft opt-in – engagement leads previously	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Query as to whether these qualift for soft opt-in, and if not should be processed only with consent.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Business Development Leads
 Entry Date: 23/05/2018 Data Code: 1FC43083-CEE4-4110-98EA-

Data Item	Home Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / DONOR / POTENTIAL CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MARKETING - To market to past clients and prospects		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Marketing Leads
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	*Soft opt-in – engagement leads previously	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Query as to whether these qualift for soft opt-in, and if not should be processed only with consent.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Business Development Leads
Entry Date: 23/05/2018 Data Code: 9DA0B863-24EC-47F4-A717

Data Item	Employer	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / DONOR / POTENTIAL CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MARKETING - To market to past clients and prospects		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Marketing Leads
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	*Soft opt-in – engagement leads previously	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Employee pension information
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Query as to whether these qualift for soft opt-in, and if not should be processed only with consent.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services**

Data Asset **Sales Force - Personnel Assets**

Entry Date **23/05/2018**

Data Code **1323D02F-AFDE-47B8-A659**

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Personnel Assets
Entry Date: 23/05/2018 Data Code: 8CF4EB65-3FC7-44FF-B02A

Data Item	Training (details of)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Personnel Assets
Entry Date: 23/05/2018 Data Code: 73D28297-5A51-42D5-BB07

Data Item	Vaccinations	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	Employment + Appropriate Policy
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Termination of employment	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	5		
Risk rating 1 to 25	5		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Engagement - Thank You Trcker
Entry Date: 23/05/2018 Data Code: 0EB10F77-48AB-474C-9665

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / CONTRACT / TRACKER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Client / customer correspondence
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Engagement - Grant Tracker
Entry Date: 23/05/2018 Data Code: D73AD7B8-6487-4D2C-AB4E

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT / CONTRACT / TRACKER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Marketing Leads
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Engagement - Project Folder
Entry Date: 23/05/2018 Data Code: 59A265C3-CF7A-42DE-BE49

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	CONTRACT - To generate appropriate contractual documentation		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To draft and issue the contract		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	Terms of business where this includes
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Engagement Projects (Contract &
Entry Date: 23/05/2018 Data Code: 1998AF66-F9D3-4436-9234-A001E322D938

Data Item	Signature	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	CONTRACT - To generate appropriate contractual documentation		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To draft and issue the contract		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	Terms of business where this includes
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	6		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Engagement Projects (Contract &
Entry Date: 23/05/2018 Data Code: AE72DCEF-CD7F-4FC0-8613

Data Item	Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	CONTRACT - To generate appropriate contractual documentation		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To draft and issue the contract		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	Terms of business where this includes
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Engagement Projects (Supplier)
Entry Date: 23/05/2018 Data Code: FAB459B4-88DA-4703-8630

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	SUPPLIER'S WORKER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	CONTRACT - To generate appropriate contractual documentation		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To measure service delivery as per a contract term		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	Contact information (where supplier is a data
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Engagement Projects (Supplier)
Entry Date: 23/05/2018 Data Code: F86CD3C7-75C6-459A-B24C

Data Item	Assessor's Signature	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	CONTRACT - To generate appropriate contractual documentation		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To measure service delivery as per a contract term		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	Terms of business where this includes
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Engagement Projects (Opportunity)
 Entry Date: 23/05/2018 Data Code: E46DC105-B428-4487-BCA6-

Data Item	Name (if individual)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of Accounts
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Contracts
Entry Date: 23/05/2018 Data Code: F5056C63-49A1-4C84-AB08

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	CONTRACT - To perform our duties under a contract		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To establish certainty as to terms and contracting parties		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services**

Data Asset **DRIVE: Contracts**

Entry Date **23/05/2018**

Data Code **D7CCE9E6-36C1-4B89-B808**

Data Item	Signature	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	CONTRACT - To perform our duties under a contract		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To establish certainty as to terms and contracting parties		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	Terms of business where this includes
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	6		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery - Training Matrix
Entry Date: 23/05/2018 Data Code: 4201ECF8-B7B7-48C8-903A

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery - Training Matrix
Entry Date: 23/05/2018 Data Code: 8284C8EC-A21F-4363-8823

Data Item	Training (details of)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	6		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery - Drone Accident
Entry Date: 23/05/2018 Data Code: AC0D251E-9C4A-4FB5-9FB6

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	The Air Navigation Order 2009 Art 156 (5)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	2 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	1		
Approx. No of Data Subjects	10		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services**

Data Asset **DRIVE: Service Delivery - Drone Accident**

Entry Date **23/05/2018**

Data Code **A93C6679-2A03-4865-B7CA-**

Data Item	Manager Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	The Air Navigation Order 2009 Art 156 (5)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	2 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	1		
Approx. No of Data Subjects	10		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery - Drone Accident
Entry Date: 23/05/2018 Data Code: 4D125A80-75B8-47CD-A90A

Data Item	Information in report may contain personal	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LAWFUL - To ensure our activities are within the law		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	The Air Navigation Order 2009 Art 156 (5)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	2 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	1		
Approx. No of Data Subjects	10		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	6		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery - Programme
Entry Date: 23/05/2018 Data Code: F6940E38-677E-4F09-99FB

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / SUPPLIER / OTHER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	10		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services** Data Asset **DRIVE: Service Delivery - Programme**
Entry Date **23/05/2018** Data Code **1B3B1564-26E6-46A4-A982-**

Data Item	Instructor Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / SUPPLIER / OTHER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Termination of contract or last engagement	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	10		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery - Programme
Entry Date: 23/05/2018 Data Code: A01D9D95-41B6-450B-9B59-

Data Item	Instructor Telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / SUPPLIER / OTHER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Termination of employment	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	10		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services** Data Asset **DRIVE: Service Delivery - Programme**
Entry Date **23/05/2018** Data Code **64A13483-7051-4A6C-92EB-**

Data Item	Instructor Email	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / SUPPLIER / OTHER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of employment
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	10		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery - CAA Drone
Entry Date: 23/05/2018 Data Code: 54020B4F-AE7E-4974-AED9-

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	The Air Navigation Order 2009 Art 156 (5)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	2 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	1		
Approx. No of Data Subjects	10		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations
Entry Date: 23/05/2018 Data Code: 816AB2F8-1D36-403E-A2DC

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / CONTACT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Operational Documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services** Data Asset **DRIVE: Service Delivery Operations**
Entry Date **23/05/2018** Data Code **44062E82-55F3-4CFD-913A-**

Data Item	DoB	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / CONTACT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Operational Documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	6		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations
Entry Date: 23/05/2018 Data Code: 079609C2-9420-425C-A55B-

Data Item	Nationality	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / CONTACT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Operational Documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	6		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations
Entry Date: 23/05/2018 Data Code: 5A9A51A2-62AA-4C12-8414-

Data Item	Passport Details	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / CONTACT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Operational Documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Date of last entry in records	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	8		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations
Entry Date: 23/05/2018 Data Code: 573951D9-E279-43D0-94CF-

Data Item	Travel Details	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / CONTACT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Operational Documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
Retention Period	6 years	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period Runs From	Date of last entry in records	Retention Period Buffer	+ 1 year
		Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	8		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations
Entry Date: 23/05/2018 Data Code: 6228F8EA-5B92-4EBB-B7D6

Data Item	Deployment Dates	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / CONTACT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Operational Documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services**

Data Asset **DRIVE: Service Delivery Operations**

Entry Date **23/05/2018**

Data Code **B4CD51DB-526F-41A6-827B**

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	BUSINESS PARTNER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Operational Documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations
Entry Date: 23/05/2018 Data Code: 591F06F7-5DAC-495C-82D1

Data Item	Employer	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	BUSINESS PARTNER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Operational Documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services**

Data Asset **DRIVE: Service Delivery Operations**

Entry Date **23/05/2018**

Data Code **C0096258-3A9A-47DA-B624-**

Data Item **Telephone**

Controller or Processor Controller Processor

Data Subject **BUSINESS PARTNER**

Special Category? Yes No

Exemption

Special Condition

Process Purpose **MANAGEMENT - To effectively manage our staff, their activities and our tangible assets**

Legal Basis **Legitimate Interest**

Contractual Necessity Details **N/A**

Legitimate Interest Assessment N/A Yes No

LIA Name **Operational Documents**

Legal Requirement Details **N/A**

Vital Interest Details **N/A**

Consent Details **N/A**

FUSIE Consent? Yes No

Retention Period **6 years**

Retention Period Buffer **+ 1 year**

Retention Period Runs From **Termination of relationship or last**

Retention Policy Schedule Category **Contact information**

Measures to ensure accuracy **None**

Data Source **The Data Subject themselves**

Approx. No of Records **10**

Approx. No of Data Subjects **20**

Storage State **Data in database structure**

Mobile Device Management All Some None

Storage Physical Location **At an unknown location defined by a data**

Access All staff Staff need to know All management Management need to know IT HR Accounts

List other organisations or individuals who access

Google Drive

GDPR Compliant Terms signed? **No**

Overseas transfer Yes No

Transferee country EEA

Likelihood of breach 1 to 5 **2**

Breach risk severity 1 to 5 **2**

Risk rating 1 to 25 **4**

Encrypted Yes No

Two factor authentication N/A Yes No

Data Security Policy contains guidance Yes No TBD

Other security measures Physical access controls Input controls
 System access controls Data backups
 Data access controls Data segregation
 Transmission controls

Other (complete adequacy assessment)

Other security free text

Notes **Google Drive**

Advice Notes

Instructions required Yes

Information Asset Registry

Client Rescue Global Management Services

Data Asset DRIVE: Service Delivery Operations

Entry Date 23/05/2018

Data Code 4848783A-2140-4DDD-8D8F

Data Item Email Controller or Processor Controller Processor

Data Subject BUSINESS PARTNER

Special Category? Yes No Exemption
Special Condition

Process Purpose MANAGEMENT - To effectively manage our staff, their activities and our tangible assets

Legal Basis Legitimate Interest

Contractual Necessity Details N/A

Legitimate Interest Assessment N/A Yes No

LIA Name Operational Documents

Legal Requirement Details N/A

Vital Interest Details N/A

Consent Details N/A

FUSIE Consent? Yes No

Retention Period 6 years

Retention Period Buffer + 1 year

Retention Period Runs From Termination of relationship or last

Retention Policy Schedule Category Contact information

Measures to ensure accuracy None

Data Source The Data Subject themselves

Approx. No of Records 10

Approx. No of Data Subjects 20

Storage State Data in database structure

Mobile Device Management All Some None

Storage Physical Location At an unknown location defined by a data

Access All staff Staff need to know All management Management need to know IT HR Accounts

List other organisations or individuals who access

Google Drive

GDPR Compliant Terms signed? No

Overseas transfer Yes No

Transferee country

Likelihood of breach 1 to 5 2

Breach risk severity 1 to 5 2

Risk rating 1 to 25 4

Encrypted Yes No

Two factor authentication N/A Yes No

Data Security Policy contains guidance Yes No TBD

Other security measures

Physical access controls Input controls
 System access controls Data backups
 Data access controls Data segregation
 Transmission controls

Other (complete adequacy assessment)

Other security free text

Notes Google Drive

Advice Notes

Instructions required Yes

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations
Entry Date: 23/05/2018 Data Code: 41F9A525-8D99-4F63-AE94-

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / CONTACT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	DUTY - To comply with a duty owed to a 3rd party		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To provide the good or service contracted for		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From		Retention Policy Schedule Category	Terms of business where this includes
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive. Necessary for detailed roster to be included in deployment orders because... (Query for NK / MR)		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations
 Entry Date: 23/05/2018 Data Code: 937D91EF-6E40-4FAC-AC51

Data Item	Pregnancy / maternity records	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / CONTACT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	DUTY - To comply with a duty owed to a 3rd party		
Legal Basis	Contractual Necessity		
Contractual Necessity Details	To provide the good or service contracted for		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	Personnel file data
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive. Necessary for detailed roster to be included in deployment orders because... (Query for NK / MR)		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations
Entry Date: 23/05/2018 Data Code: 12FF58F4-DA6C-4AE7-B496

Data Item	Notes	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE / CONTACT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	DUTY - To comply with a duty owed to a 3rd party		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Operational Documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive. Contains notes, meeting notes, memos of understanding for the preparation of operations.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services**

Data Asset **DRIVE: Service Delivery Operations**

Entry Date **23/05/2018**

Data Code **DA07DF96-10E2-4676-B6C7**

Data Item	Name of Operational Lead	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	DUTY - To comply with a duty owed to a 3rd party		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Operational Documents
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records	10		
Approx. No of Data Subjects	20		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google Drive. Contains notes, meeting notes, memos of understanding for the preparation of operations.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations (FCO)
Entry Date: 23/05/2018 Data Code: 8BC361B0-BCED-4064-A7F8

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	AT-RISK INDIVIDUAL		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To communicate with data subject when		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	Business partner or client		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Processing through Google Drive cloud storage necessary to the efficiency of activities. Information provided to ensure priority list are		
Advice Notes	Requirement to add any similar lists for future operations.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations (FCO)
Entry Date: 23/05/2018 Data Code: E3449529-22DD-4BE3-86F7-

Data Item	Home Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	AT-RISK INDIVIDUAL		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To communicate with data subject when		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	Business partner or client		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	6		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Processing through Google Drive cloud storage necessary to the efficiency of activities. Information provided to ensure priority list are		
Advice Notes	Requirement to add any similar lists for future operations.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations (FCO)
Entry Date: 23/05/2018 Data Code: 23A5B05C-DCFE-4748-92B7

Data Item	Telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	AT-RISK INDIVIDUAL		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To communicate with data subject when		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	Business partner or client		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Processing through Google Drive cloud storage necessary to the efficiency of activities. Information provided to ensure priority list are		
Advice Notes	Requirement to add any similar lists for future operations.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations (FCO)
Entry Date: 23/05/2018 Data Code: 51D893DC-D51F-4E39-8D10

Data Item	Guidance Notes	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	AT-RISK INDIVIDUAL		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Vital interests
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To communicate with data subject when		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	Business partner or client		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	8		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Processing through Google Drive cloud storage necessary to the efficiency of activities. Information provided to ensure priority list are		
Advice Notes	Requirement to add any similar lists for future operations.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations (FCO)
Entry Date: 23/05/2018 Data Code: 6581760C-C5B8-44B4-9763-

Data Item	Priority Level	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	AT-RISK INDIVIDUAL		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To communicate with data subject when		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	Business partner or client		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	8		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Processing through Google Drive cloud storage necessary to the efficiency of activities. Information provided to ensure priority list are		
Advice Notes	Requirement to add any similar lists for future operations.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Service Delivery Operations (FCO)
Entry Date: 23/05/2018 Data Code: 87FCB349-1CF9-486F-B2AD-

Data Item	Locations Map	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	AT-RISK INDIVIDUAL		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	LIFE - To protect health and wellbeing		
Legal Basis	Vital Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	To communicate with data subject when		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date of last entry in records	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	None		
Data Source	Business partner or client		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	8		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Processing through Google Drive cloud storage necessary to the efficiency of activities. Information provided to ensure priority list are		
Advice Notes	Requirement to add any similar lists for future operations.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: DRIVE: Gmail Server
Entry Date: 23/05/2018 Data Code: CDB299CB-7493-4983-945F

Data Item	General Correspondance	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	VARIOUS		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Email Correspondance
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A		
		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date created	Retention Policy Schedule Category	Personal data contained within work
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves, and others		
Approx. No of Records	0		
Approx. No of Data Subjects	0		
Storage State	Data in Email Server	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google Drive	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	2		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	8		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Processing through Google Drive cloud storage necessary to the efficiency of activities.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 2CB123DE-0C24-46A3-B323

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: AFFAF6CF-E55F-4EF9-9544-

Data Item	Employer	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: B120133A-CB23-4E1F-861B-

Data Item	Gender	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 74F3887F-495C-4D15-9DC5

Data Item	Marital status	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 5D5B66CF-A653-401A-9E08

Data Item	Home Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 48B68764-A145-4CD1-B4C6

Data Item	Telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: D79BB9AD-65CB-4B46-B83F-

Data Item	Personal email address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 28BFEC8E-5792-4FEE-90D0

Data Item	Ethnicity	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	See advice note below
		Special Condition	
Process Purpose	See advice note below		
Legal Basis	See advice note below		
Contractual Necessity Details			
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	See advice note below	Retention Period Buffer	See advice note below
Retention Period Runs From	See advice note below	Retention Policy Schedule Category	See advice note below
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes	NK agrees to take a policy of not using this field - imposed by Payroll system but serves no purpose. Asking if they can remove.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 640C5F9B-6F0D-447B-AA3A-

Data Item	Salary	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 35FA406A-7EEA-4035-A287

Data Item	Working hours	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 77A8865A-7182-4AE6-A33F

Data Item	Position Held	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 40400A10-5EF4-43B8-8A7D

Data Item	Start and end dates of employment or other	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andorra <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 0E70F2E4-96E6-4798-ABE7-

Data Item	National Insurance Number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: CD9AB598-B94E-4259-A43A-

Data Item	Date of birth	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 1F54A413-408F-4B60-9482-98436E6FD6E8

Data Item	Work Permit / Visa	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: A04C18E0-3F89-427F-8D65-

Data Item	Registered Disabled	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: FBB1CD8C-1E0B-4FC5-9FF3

Data Item	Bank Details	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 49CFEF31-4259-4A69-92B2

Data Item	Next of kin / Emergency contact details	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee Information Form
Entry Date: 23/05/2018 Data Code: 0D0F7383-A078-448C-948B

Data Item	Right to work confirmed	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – HMRC New Starter Form
Entry Date: 23/05/2018 Data Code: 8B012CF8-87CA-4B0E-B013

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also printed versions in locked drawer		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – HMRC New Starter Form
Entry Date: 23/05/2018 Data Code: 09727868-827C-41A7-AFE0

Data Item	Home Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also printed versions in locked drawer		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – HMRC New Starter Form
 Entry Date: 23/05/2018 Data Code: ED4AC1D4-0177-4732-A5DC

Data Item	Gender	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also printed versions in locked drawer		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – HMRC New Starter Form
Entry Date: 23/05/2018 Data Code: D306783D-D7C7-4039-BC78-

Data Item	National Insurance Number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also printed versions in locked drawer		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – HMRC New Starter Form
Entry Date: 23/05/2018 Data Code: 99B05438-4F48-4A4C-B18F-

Data Item	Start and end dates of employment or other	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also printed versions in locked drawer		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – HMRC New Starter Form
Entry Date: 23/05/2018 Data Code: D4A3F741-9C2C-4E41-A074

Data Item	Student Loan Status	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also printed versions in locked drawer		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – HMRC New Starter Form
Entry Date: 23/05/2018 Data Code: 71D0DB4F-B842-495D-948C

Data Item	Signature (data subject)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also printed versions in locked drawer		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – PAYE Reports
 Entry Date: 23/05/2018 Data Code: 3B8FD4ED-7FEB-4199-898E-

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also stored in hard copy in locked drawer.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – PAYE Reports
Entry Date: 23/05/2018 Data Code: 31683666-9336-4D3E-AE06

Data Item	Gross Pay	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also stored in hard copy in locked drawer.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – PAYE Reports
Entry Date: 23/05/2018 Data Code: DC53D97D-B91B-4707-806C-

Data Item	Deductions	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also stored in hard copy in locked drawer.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – PAYE Reports
Entry Date: 23/05/2018 Data Code: 3F29FEC5-F33A-4AA2-8716-

Data Item	Contributions	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also stored in hard copy in locked drawer.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – PAYE Reports
Entry Date: 23/05/2018 Data Code: 59207AA4-89D0-409C-ACDF-

Data Item	Tax	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also stored in hard copy in locked drawer.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – PAYE Reports
 Entry Date: 23/05/2018 Data Code: BF96382B-A192-47ED-8B1D

Data Item	Net Pay	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Also stored in hard copy in locked drawer.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Contractor Payslips
Entry Date: 23/05/2018 Data Code: 7107E4F9-933C-4124-9FFE

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CONTRACTOR		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Contractor Payslips
Entry Date: 23/05/2018 Data Code: 40FADD64-1E6E-4283-82A2

Data Item	Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CONTRACTOR		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Contractor Payslips
Entry Date: 23/05/2018 Data Code: AB9019D0-71E3-480C-B3A3

Data Item	Pay	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CONTRACTOR		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Contractor Payslips
Entry Date: 23/05/2018 Data Code: 3E4B2DAD-09CD-43A1-9328

Data Item	Deductions	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CONTRACTOR		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Contractor Payslips
Entry Date: 23/05/2018 Data Code: BC05D036-A324-40BF-938B

Data Item	Allowances	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CONTRACTOR		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Employee P45
Entry Date: 23/05/2018 Data Code: 39337497-A58A-4DEA-B22C-

Data Item	Content of P45 form	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Monthly Spreadsheet
Entry Date: 23/05/2018 Data Code: FEAC6CD6-A2D7-4CEA-A92A

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services** Data Asset **Payroll – Monthly Spreadsheet**
Entry Date **23/05/2018** Data Code **5990E5F9-DB3D-4BFD-A65A**

Data Item	Pay rate and pay history	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Niren Blake LLP	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Pensions Reports (received from
 Entry Date: 23/05/2018 Data Code: CF008BBB-2866-4F5C-AEEE

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Pensions Reports (received from
Entry Date: 23/05/2018 Data Code: BBEC1894-6D89-4D95-B57F-

Data Item	Salary	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Pensions Reports (received from
 Entry Date: 23/05/2018 Data Code: A59667BA-5869-49D5-A821-

Data Item	Net Pay	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	4		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Pensions Reports (received from
Entry Date: 23/05/2018 Data Code: 3F43443A-6D14-4DB9-BC24

Data Item	Deductions	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Pensions Reports (received from
 Entry Date: 23/05/2018 Data Code: 6E2A2DC6-0333-4412-97AC-

Data Item	Contributions	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Pensions Reports (received from
Entry Date: 23/05/2018 Data Code: FA676033-3AAC-4CD3-9115-

Data Item	National Insurance Number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects	50		
Storage State	Scanned copy in electronic filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Royal London database
Entry Date: 23/05/2018 Data Code: AA0E5F2B-ECEF-41E4-B30E

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services** Data Asset **Payroll – Royal London database**
Entry Date **23/05/2018** Data Code **F70E9963-A7A4-4F96-A53D**

Data Item	Pay rate and pay history	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Royal London database
Entry Date: 23/05/2018 Data Code: 3DC831EE-D244-4B82-941E

Data Item	National Insurance Number	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Royal London database
Entry Date: 23/05/2018 Data Code: D825C029-C3F3-46E2-BE06

Data Item	Deductions	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services** Data Asset **Payroll – Royal London database**
Entry Date **23/05/2018** Data Code **60F9EB79-D0A7-4A4F-BC9B**

Data Item	Pension contributions	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Royal London database
 Entry Date: 23/05/2018 Data Code: 9BC43586-B119-4EA4-A2FC-

Data Item	Pension Eligibility	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Royal London database
Entry Date: 23/05/2018 Data Code: FDEAB889-8663-4E54-902C-

Data Item	Enrolment status	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Reports retained for record keeping purposes.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Royal London database
Entry Date: 23/05/2018 Data Code: E9EADA3F-97F7-4B8A-AF53-

Data Item	Personal email address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Payroll – Royal London database
Entry Date: 23/05/2018 Data Code: 442A626D-6FAF-467B-BFE1

Data Item	Telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	EMPLOYEE		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	PAYROLL - To administer pay, tax, NI and other deductions and allowances		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Finance Act 1998 s.21 (1.2)		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Payroll information [Alternative Option] (all -
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records	50		
Approx. No of Data Subjects	50		
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Royal London (Pensions processor)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes			
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: SAGE – Invoices Out Copies
 Entry Date: 23/05/2018 Data Code: 1849E53B-7261-4B17-8256-87C6C8E74154

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: SAGE – Invoices Out Copies
Entry Date: 23/05/2018 Data Code: 694F0148-B208-4F3D-890D

Data Item	Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access	GDPR Compliant Terms signed? No		
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: SAGE – Invoices Out Copies
Entry Date: 23/05/2018 Data Code: 53F8D06A-CB74-4110-BBB0-

Data Item	Telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access	GDPR Compliant Terms signed? No		
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: SAGE – Invoices Out Copies
 Entry Date: 23/05/2018 Data Code: 1FA7A5A8-6D02-4215-836D

Data Item	Email address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access	GDPR Compliant Terms signed? No		
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	2		
Risk rating 1 to 25	2		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: SAGE – Invoices Out Copies
 Entry Date: 23/05/2018 Data Code: B2700BD4-4C10-4AF4-AD94

Data Item	Balance owed	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	3		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: SAGE – Invoices Out Copies
Entry Date: 23/05/2018 Data Code: D1D91F94-6EB6-47D0-B3AB

Data Item	Outline of services provided	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	End of relevant financial year	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: SAGE – Customers List
 Entry Date: 23/05/2018 Data Code: B7D20F0E-279A-4181-984E

Data Item	Name (if individual)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date created	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: SAGE – Customers List
Entry Date: 23/05/2018 Data Code: 4528E749-576E-465D-8A9D

Data Item	Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date created	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access	GDPR Compliant Terms signed? No		
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: SAGE – Customers List
Entry Date: 23/05/2018 Data Code: D81459B6-3DCC-4DF4-AD05-

Data Item	Telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date created	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access	GDPR Compliant Terms signed? No		
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: SAGE – Customers List
Entry Date: 23/05/2018 Data Code: B144216A-AA7A-48B6-B996-

Data Item	Email	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date created	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: SAGE – Customers List
Entry Date: 23/05/2018 Data Code: DB407663-2948-4A60-A135

Data Item	Account Balance	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	CLIENT		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date created	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Supplier Accounts (From Invoices In)
 Entry Date: 23/05/2018 Data Code: 154F412C-4F02-443C-B999

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	SUPPLIER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date created	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access	GDPR Compliant Terms signed? No		
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If supplier is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Supplier Accounts (From Invoices In)
 Entry Date: 23/05/2018 Data Code: B60DCA25-6ABF-412C-8FD5

Data Item	Account Balance	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	SUPPLIER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date created	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input checked="" type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If client is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client **Rescue Global Management Services**

Data Asset **Invoices In (Hard Copies)**

Entry Date **23/05/2018**

Data Code **3E473BD8-AA7C-4D5C-A860**

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	SUPPLIER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date created	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	GDPR Compliant Terms signed? No		
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If supplier is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Invoices In (Hard Copies)
Entry Date: 23/05/2018 Data Code: 16F9127C-CF44-4E0A-945C

Data Item	Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	SUPPLIER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date created	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	GDPR Compliant Terms signed? No		
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If supplier is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Invoices In (Hard Copies)
Entry Date: 23/05/2018 Data Code: 098A1D8E-71B2-4C09-AEB4

Data Item	Telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	SUPPLIER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Date created	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	GDPR Compliant Terms signed? No		
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If supplier is an individual.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Invoices In (Hard Copies)
Entry Date: 23/05/2018 Data Code: 83C9650F-C6D2-4189-BDED

Data Item	Web Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	SUPPLIER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECORDS - To maintain appropriate records of ongoing business relationships		
Legal Basis	Legal Requirement		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	N/A
Legal Requirement Details	Companies Act 2006 s.386 to 389		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	3 years	Retention Period Buffer	n/a
Retention Period Runs From	Date created	Retention Policy Schedule Category	Accounting records for Ltd
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Hard copy in manual filing system	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	Client's address in locked office and locked		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	GDPR Compliant Terms signed? No		
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	If supplier is an individual. (To aid in supplier identification in cases of disputes over payments, in aid of for accurate financial reporting).		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Website Cookies
Entry Date: 23/05/2018 Data Code: 1AFEE0B6-1E94-442D-89E5

Data Item	Google Analytics Cookies	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	WEB USER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	WEBSITE - To ensure the effectiveness of our website		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Website IP address and metadata
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	Until the user clears their cookies	Retention Period Buffer	n/a
Retention Period Runs From		Retention Policy Schedule Category	Website unique identifier number
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Cookie on user's machine	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	*At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Web Provider (Nifty50)	GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	NC: Speak to Paul Nash, paul@fifty50.co.uk -need to check location of servers, security, cookie usage, other metadata.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Website Cookies
Entry Date: 25/05/2018 Data Code: 3A4434E4-37FA-445F-9146

Data Item	ExpressionEngine CMS Cookies	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	WEB USER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	WEBSITE - To ensure the effectiveness of our website		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Website IP address and metadata
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	Until the user clears their cookies	Retention Period Buffer	n/a
Retention Period Runs From		Retention Policy Schedule Category	Website unique identifier number
Measures to ensure accuracy	N/A		
Data Source	The Data Subject themselves / information		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Cookie on user's machine	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	*At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	No
Overseas transfer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	NC: Speak to Paul Nash, paul@fifty50.co.uk -need to check location of servers, security, cookie usage, other metadata.		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Sales Force - Volunteer Leads
Entry Date: 05/06/2018 Data Code: 236B05FA-7700-4DC0-8760-

Data Item	Telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	VOLUNTEER		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	RECRUITMENT - For the purposes of recruitment		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	LIA Name	Volunteer Leads
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Volunteer Leads
Measures to ensure accuracy	None		
Data Source	The Data Subject themselves		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Data in database structure	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	At an unknown location defined by a data		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	salesforce.com EMEA Limited	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Salesforce.com's Data Processing Addendum does not stipulate where data is held and notifies data processors on Salesforce's behalf; and		
Advice Notes	Offer opt-out unsubscribe on emails - ensure to contact periodically to renew interest and give opportunity to be taken off lead list. NK To purge historical data. Delete - no reason to retain.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Website reCAPTCHA API
Entry Date: 06/06/2018 Data Code: 0651D698-E8E5-4160-B1C3

Data Item	Device & Application Data	Controller or Processor	<input type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	WEB USER		
Special Category?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	WEBSITE - To ensure the effectiveness of our website		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Website IP address and metadata
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	Until the user clears their cookies	Retention Period Buffer	n/a
Retention Period Runs From		Retention Policy Schedule Category	Website cookies
Measures to ensure accuracy	N/A		
Data Source	The Data Subject's Device		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Processed by Google	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location			
Access	<input type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google	GDPR Compliant Terms signed?	No
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	1		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	1		
Encrypted	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input type="checkbox"/> System access controls <input type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Google confirms to use encryption, not use reCAPTCHA data for personalised ads, and uses servers around the world (US, Europe,		
Advice Notes	Online Privacy Notice to reflect - no need for consent		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Employee Mobile Phone Handsets
Entry Date: 29/10/2018 Data Code: 3D0B5D8D-B6AC-4DFC-A829

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	ALL		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Mobile Phone Data
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	User-reliant update		
Data Source	Data Subject directly		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Contact details in device	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	Portable - carried with an employee or office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Apple Inc	GDPR Compliant Terms signed?	
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Issue identified with RG retaining control: apple deployment of two factor authentication		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Employee Mobile Phone Handsets
Entry Date: 29/10/2018 Data Code: FA2829C8-0219-4C0E-8F34-

Data Item	Work email address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	ALL		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Mobile Phone Data
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	User-reliant update		
Data Source	Data Subject directly		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Contact details in device	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	Portable - carried with an employee or office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Apple Inc	GDPR Compliant Terms signed?	
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Issue identified with RG retaining control: apple deployment of two factor authentication		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Employee Mobile Phone Handsets
Entry Date: 29/10/2018 Data Code: 56C6E85F-6D7F-41F0-9CD0-

Data Item	Work telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	ALL		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Mobile Phone Data
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	User-reliant update		
Data Source	Data Subject directly		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Contact details in device	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	Portable - carried with an employee or office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Apple Inc	GDPR Compliant Terms signed?	
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Issue identified with RG retaining control: apple deployment of two factor authentication		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Employee Mobile Phone Handsets
Entry Date: 29/10/2018 Data Code: CACFFD75-922A-4B09-92A4-

Data Item	Work address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	ALL		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Mobile Phone Data
Legal Requirement Details	N/A		
Vital Interest Details	N/A		
Consent Details	N/A	FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	5 years	Retention Period Buffer	n/a
Retention Period Runs From	Termination of relationship or last	Retention Policy Schedule Category	Contact information
Measures to ensure accuracy	User-reliant update		
Data Source	Data Subject directly		
Approx. No of Records			
Approx. No of Data Subjects			
Storage State	Contact details in device	Mobile Device Management	<input checked="" type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	Portable - carried with an employee or office		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Apple Inc	GDPR Compliant Terms signed?	
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Issue identified with RG retaining control: apple deployment of two factor authentication		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Contact List
Entry Date: 18/01/2019 Data Code: 69E82031-E651-46E0-B5E4-

Data Item	Personal email address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	Employees and workers		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	N/A
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of Employment
Legal Requirement Details			
Vital Interest Details			
Consent Details		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	
Measures to ensure accuracy	Periodic update		
Data Source	Data Subject directly		
Approx. No of Records	1		
Approx. No of Data Subjects	50		
Storage State	Word processed document	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	In known multiple cloud server locations		
Access	<input checked="" type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	
Overseas transfer	<input type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andorra <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input checked="" type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input checked="" type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	(i) Process Purpose also includes duty of care (ii) may be disclosed to clients on a need to know basis, (iii) may be printed by individuals		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Contact List
Entry Date: 18/01/2019 Data Code: 69E322B9-36ED-4032-8B76-

Data Item	Skype or Similar Address	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	Employees and workers		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of Employment
Legal Requirement Details			
Vital Interest Details			
Consent Details		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	
Measures to ensure accuracy	Periodic update		
Data Source	Data Subject directly		
Approx. No of Records	1		
Approx. No of Data Subjects	50		
Storage State	Word processed document	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	In known multiple cloud server locations		
Access	<input checked="" type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	
Overseas transfer	<input type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andorra <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input checked="" type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input checked="" type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	(i) Process Purpose also includes duty of care (ii) may be disclosed to clients on a need to know basis, (iii) may be printed by individuals		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Contact List
Entry Date: 18/01/2019 Data Code: 5325C1B6-CB82-4D6E-843B-

Data Item	Home telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	Employees and workers		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of Employment
Legal Requirement Details			
Vital Interest Details			
Consent Details		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	
Measures to ensure accuracy	Periodic update		
Data Source	Data Subject directly		
Approx. No of Records	1		
Approx. No of Data Subjects	50		
Storage State	Word processed document	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	In known multiple cloud server locations		
Access	<input checked="" type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	
Overseas transfer	<input type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input checked="" type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input checked="" type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	(i) Process Purpose also includes duty of care (ii) may be disclosed to clients on a need to know basis, (iii) may be printed by individuals		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Contact List
Entry Date: 18/01/2019 Data Code: 5325C1B6-CB82-4D6E-843B-

Data Item	Home telephone	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	Volunteers		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of Employment
Legal Requirement Details			
Vital Interest Details			
Consent Details		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	
Measures to ensure accuracy	Periodic update		
Data Source	Data Subject directly		
Approx. No of Records	1		
Approx. No of Data Subjects	50		
Storage State	Word processed document	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	In known multiple cloud server locations		
Access	<input checked="" type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	
Overseas transfer	<input type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andorra <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input checked="" type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input checked="" type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	(i) Process Purpose also includes duty of care (ii) may be disclosed to clients on a need to know basis, (iii) may be printed by individuals		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Contact List
Entry Date: 18/01/2019 Data Code: 5C53AF59-1033-4397-861A-8AF238C78250

Data Item	Skype or similar ID	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	Volunteers		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of Employment
Legal Requirement Details			
Vital Interest Details			
Consent Details		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	
Measures to ensure accuracy	Periodic update		
Data Source	Data Subject directly		
Approx. No of Records	1		
Approx. No of Data Subjects	50		
Storage State	Word processed document	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	In known multiple cloud server locations		
Access	<input checked="" type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	
Overseas transfer	<input type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input checked="" type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input checked="" type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	(i) Process Purpose also includes duty of care (ii) may be disclosed to clients on a need to know basis, (iii) may be printed by individuals		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Management Services Data Asset: Contact List
Entry Date: 18/01/2019 Data Code: 23A1AA64-FF4D-4D87-A32F-

Data Item	Personal mobile	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	Volunteers		
Special Category?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Exemption	
		Special Condition	
Process Purpose	MANAGEMENT - To effectively manage our staff, their activities and our tangible assets		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Administration of Employment
Legal Requirement Details			
Vital Interest Details			
Consent Details		FUSIE Consent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of contract or last engagement	Retention Policy Schedule Category	
Measures to ensure accuracy	Periodic update		
Data Source	Data Subject directly		
Approx. No of Records	1		
Approx. No of Data Subjects	50		
Storage State	Word processed document	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input type="checkbox"/> None
Storage Physical Location	In known multiple cloud server locations		
Access	<input checked="" type="checkbox"/> All staff <input type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input type="checkbox"/> Management need to know <input type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access		GDPR Compliant Terms signed?	
Overseas transfer	<input type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input type="checkbox"/> EEA <input type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andorra <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	3		
Breach risk severity 1 to 5	1		
Risk rating 1 to 25	3		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Security Policy contains guidance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input checked="" type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input checked="" type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	(i) Process Purpose also includes duty of care (ii) may be disclosed to clients on a need to know basis, (iii) may be printed by individuals		
Advice Notes			
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Data Asset: Vaccination Record Spreadsheet
Entry Date: 21/02/2019 Data Code: 313F5E9A-B621-496F-B5BB

Data Item	Vaccinations (S)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	Employees, workers, and volunteers		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	Field of employment
		Special Condition	Employment + Appropriate Policy
Process Purpose	CARE – To comply with our duty of care and consider adjustments		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical Information / Vaccinations
Legal Requirement Details			
Vital Interest Details			
Consent Details	FUSIE Consent? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	
Measures to ensure accuracy	Regular prompt for update		
Data Source	Data Subject directly		
Approx. No of Records	1		
Approx. No of Data Subjects	50		
Storage State	Spreadsheet document	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	In unknown multiple cloud server locations		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input checked="" type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	4		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	16		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input checked="" type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Person responsible for managing this data asset is Harry Procter, Pathfinder Medic		
Advice Notes	This data in this asset is due to be segregated, and input controls instigated. Pseudonimisation also to be considered.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Data Asset: Vaccination Record Spreadsheet
Entry Date: 21/02/2019 Data Code: 7750A3BD-F888-43EA-9827-

Data Item	Name	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	Employees, workers, and volunteers		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	
		Special Condition	Employment + Appropriate Policy
Process Purpose	CARE – To comply with our duty of care and consider adjustments		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical Information / Vaccinations
Legal Requirement Details			
Vital Interest Details			
Consent Details	FUSIE Consent? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	
Measures to ensure accuracy	Regular prompt for update		
Data Source	Data Subject directly		
Approx. No of Records	1		
Approx. No of Data Subjects	50		
Storage State	Spreadsheet document	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	In unknown multiple cloud server locations		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input checked="" type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	4		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	16		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input checked="" type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Person responsible for managing this data asset is Harry Procter, Pathfinder Medic		
Advice Notes	This data in this asset is due to be segregated, and input controls instigated. Pseudonimisation also to be considered.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Data Asset: Vaccination Record Spreadsheet
Entry Date: 21/02/2019 Data Code: C985AD39-DD1B-4AB6-9180

Data Item	Blood type (S)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	Employees, workers, and volunteers		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	
		Special Condition	Employment + Appropriate Policy
Process Purpose	CARE – To comply with our duty of care and consider adjustments		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical Information / Vaccinations
Legal Requirement Details			
Vital Interest Details			
Consent Details	FUSIE Consent? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	
Measures to ensure accuracy	Regular prompt for update		
Data Source	Data Subject directly		
Approx. No of Records	1		
Approx. No of Data Subjects	50		
Storage State	Spreadsheet document	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	In unknown multiple cloud server locations		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input checked="" type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	4		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	16		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input checked="" type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Person responsible for managing this data asset is Harry Procter, Pathfinder Medic		
Advice Notes	This data in this asset is due to be segregated, and input controls instigated. Pseudonimisation also to be considered.		
Instructions required	<input type="checkbox"/> Yes		

Information Asset Registry

Client: Rescue Global Data Asset: Vaccination Record Spreadsheet
Entry Date: 21/02/2019 Data Code: 72AB43A0-7DA0-4002-899E-

Data Item	Allergies (S)	Controller or Processor	<input checked="" type="checkbox"/> Controller <input type="checkbox"/> Processor
Data Subject	Employees, workers, and volunteers		
Special Category?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Exemption	
		Special Condition	Employment + Appropriate Policy
Process Purpose	CARE – To comply with our duty of care and consider adjustments		
Legal Basis	Legitimate Interest		
Contractual Necessity Details	N/A		
Legitimate Interest Assessment	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LIA Name	Medical Information / Vaccinations
Legal Requirement Details			
Vital Interest Details			
Consent Details	FUSIE Consent? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Retention Period	6 years	Retention Period Buffer	+ 1 year
Retention Period Runs From	Termination of employment	Retention Policy Schedule Category	
Measures to ensure accuracy	Regular prompt for update		
Data Source	Data Subject directly		
Approx. No of Records	1		
Approx. No of Data Subjects	50		
Storage State	Spreadsheet document	Mobile Device Management	<input type="checkbox"/> All <input type="checkbox"/> Some <input checked="" type="checkbox"/> None
Storage Physical Location	In unknown multiple cloud server locations		
Access	<input type="checkbox"/> All staff <input checked="" type="checkbox"/> Staff need to know <input type="checkbox"/> All management <input checked="" type="checkbox"/> Management need to know <input checked="" type="checkbox"/> IT <input type="checkbox"/> HR <input type="checkbox"/> Accounts		
List other organisations or individuals who access	Google	GDPR Compliant Terms signed?	Yes
Overseas transfer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Transferee country	<input checked="" type="checkbox"/> EEA <input checked="" type="checkbox"/> USA - Privacy Shield <input type="checkbox"/> New Zealand <input type="checkbox"/> Switzerland <input type="checkbox"/> Andora <input type="checkbox"/> Argentina <input type="checkbox"/> Canada - commercial organisations <input type="checkbox"/> Faroe Islands <input type="checkbox"/> Gurnsey <input type="checkbox"/> Isle of Man <input type="checkbox"/> Isreal <input type="checkbox"/> Jersey <input type="checkbox"/> Uruguay <input type="checkbox"/> Other (complete adequacy assessment)
Likelihood of breach 1 to 5	4		
Breach risk severity 1 to 5	4		
Risk rating 1 to 25	16		
Encrypted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Two factor authentication	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No		
Data Security Policy contains guidance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> TBD		
Other security measures	<input type="checkbox"/> Physical access controls <input type="checkbox"/> Input controls <input checked="" type="checkbox"/> System access controls <input checked="" type="checkbox"/> Data backups <input checked="" type="checkbox"/> Data access controls <input type="checkbox"/> Data segregation <input type="checkbox"/> Transmission controls		
Other security free text			
Notes	Person responsible for managing this data asset is Harry Procter, Pathfinder Medic		
Advice Notes	This data in this asset is due to be segregated, and input controls instigated. Pseudonimisation also to be considered.		
Instructions required	<input type="checkbox"/> Yes		