



## **YODEL CREATIVE LTD: GDPR COMPLIANCE POLICY**

### **General statement and policy on data protection and compliance with the GDPR**

Yodel Creative Limited's updated Privacy Policy can be found on our website [here](#). This policy has been updated to comply with GDPR and includes statements about the information our business collects, how our business collects, stores and uses data, and how it is kept secure. Our staff have each signed a thorough Data Protection Policy to ensure their individual compliance with, and observation of, the GDPR.

As a business, Yodel Creative Limited is committed to ensuring that our business practices meet, and continue to meet, the principles and requirements of the GDPR for the protection and safe, lawful processing of personal data. Our staff are trained in the requirements of the GDPR and our systems have been, and are continually, reviewed to ensure that our services are delivered safely and in a compliant way.

### **Specific measures undertaken by Yodel Creative Ltd to ensure GDPR compliance include:**

- Full data audit prior to launch of the GDPR.
- Full staff training completed prior to introduction of the GDPR on requirements and measures to be undertaken to protect business and client data.
- Password-protected and encrypted IT, accounting, password management and CRM systems.
- Separate guest Wifi login to maintain secure project network.
- 2 daily back-ups protect and securely store project files and data.
- Secure daily offsite back-up.
- Regular audit of office environment, waste shredding and nightly security patrols.
- Advice on GDPR compliance delivered to clients as added-value service, enabling them to understand GDPR regulations, recommended compliance measures and development of bespoke website policies.

### **Data Protection Lead:**

A handwritten signature in blue ink that reads "Victoria".

**Victoria Gregson**  
Marketing Manager

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