

INS GDPR Compliance Statement

Purpose of this Statement

The EU General Data Protection regulation (GDPR), which comes into force on the 25th May 2018, will be one of the strictest pieces of privacy legislation. International Nuclear Services Ltd (INS) believes that privacy is a very important right for people and wishes to assure all the company's stakeholders (where we handle personal data) that we are working hard on ensuring compliance in all areas of our business.

Within this statement we wanted to highlight to our stakeholders the measures we have put in place to ensure compliance with the GDPR where we hold or process personal data on your behalf.

Commitment Statement

GDPR is the most significant piece of European privacy legislation in the last twenty years. It replaces the 1995 EU Data Protection Directive (European Directive 95/46/EC), strengthening the rights that EU individuals have over their data, and creating a uniform data protection law across Europe.

Data Protection Officer & GDPR Compliance Steering Group

INS has designated a Data Protection Officer (DPO), which this role is taken up by the Head of HR, who is taking full responsibility for all matters relating to data protection and GDPR compliance and this is supported by an internal Data Protection Function (including Legal, Cyber Security and Records Management). The DPO will ensure that we are accountable and transparent to the supervisory authorities, including the creation and maintenance of "Records of processing activities" as per Article 30 of the GDPR.

INS has created a GDPR Compliance Steering Group to enable tracking of its GDPR obligations, covering topics such as consents, privacy notices, processing records and data protection impact assessments. The program is supported through the performance of regular compliance reviews, the facilitation of policy reviews and updates and an enterprise-wide data protection and information security training and awareness program.

Security and Business Continuity Measures

INS continually seeks to ensure the confidentiality, integrity and availability of the personal data we store or process. We maintain appropriate technical and organisational security measures to protect personal data against accidental or unlawful destruction or loss, alteration, unauthorised disclosure or access.

Data Breaches

Under the GDPR, we must notify any personal data breach to the Information Commissioner's Office (ICO). INS therefore has processes and procedures in place for identifying, reviewing and promptly reporting data breaches in line with regulatory requirements.

Data Subject Rights

Under the GDPR there are significant enhancements to the rights that individuals enjoy with regards their personal data. INS ensures that individuals for whom we hold or process personal data in order to determine how best to facilitate:

- Handling Data Subject Access Requests Rectification of personal data.
- The application of retention periods and the secure erasure / destruction of personal data.
- Responding to data portability requests, providing it in a structured, commonly used and machine-readable format.