



**STE WASTE**  
Recycling Redefined

## General Data Protection Regulation (GDPR) Statement

### STE Waste Management Overview

The new EU General Data Protection Regulation (GDPR) comes into force on 25 May 2018 (including in the UK regardless of its decision to leave the EU) and will impact every organisation which holds or processes personal data. It will introduce new responsibilities, including the need to demonstrate compliance, more stringent enforcement and substantially increased penalties than the current Data Protection Act (DPA) which it will supersede.

STE Waste is committed to high standards of information security, privacy and transparency. We place a high priority on protecting and managing data in accordance with accepted standards including ISO 27001. The company will comply with applicable GDPR regulations when they take effect in 2018, while also working closely with our customers and partners to meet contractual obligations for our procedures and services.

STE Waste has a robust ISO-based Management System (ISMS) and in order to ensure compliance will implement additional or augmented controls to meet GDPR requirements. We are preparing for GDPR by building on existing security and business continuity management systems and certifications, including ISO 9001 & 27001 to ensure our own compliance.

#### What should you do to be GDPR-ready?

If you are just getting started with GDPR compliance in your organization, here's a quick to-do list to keep in mind.

- Create a data privacy team to oversee GDPR activities and raise awareness
- Review current security and privacy processes in place & where applicable, revise your contracts with third parties & customers to meet the requirements of the GDPR
- Identify the Personally Identifiable Information (PII)/Personal data that is being collected
- Analyze how this information is being processed, stored, retained and deleted
- Assess the third parties with whom you disclose data
- Establish procedures to respond to data subjects when they exercise their rights
- Create processes for data breach notification activities
- Continuous employee awareness is vital to ensure continual compliance to the GDPR

**Marcus Farmer, Managing Director**

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