

# Ten legal tips for data security

## **Online and digital platforms are an inherent part of doing business in the modern world, but they can also be an unexpected source of vulnerability.**

Our increasing reliance on internet-connected devices has been accompanied by the development of a new set of cyber threats, which account for nearly a third of all crimes in England & Wales.

We cannot stress enough the importance of being prepared for a potential hack to lessen the risk of theft of data and ongoing damage to the business.

We have drafted some legal tips to help businesses mitigate the risk of a breach of data security:

- Have a data security policy for your staff
- Have an IT, email and social media policy for your staff
- Communicate these and train your staff on them
- Include protection for confidential information in your employment contracts
- Check your commercial contracts – What data security obligations do you have to others that you deal with? What obligations do you place on others that you deal with?
- Conduct an audit of data security risks
- Consider your policy on notification should there be a data security breach
- Have a plan for reacting to serious incidents
- Cyber is important, but don't forget 'analogue' risks eg. losing portable drives or paper files, disclosing information over the phone, failing to redact information, or simply misdirecting an email
- Call your lawyer for help with any of the above!

## **Advice**

Our experienced lawyers are well-known in the area for their expertise and providing 'solutions-focused' advice. If you would like help with developing, drafting or amending policies, or training staff on company policies and best practice, please do not hesitate to contact us.

## **Contact**

Please contact any of our lawyers, or the author of this fact sheet, in the first instance:

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