**GDPR PRACTICE STATEMENT**

**(Updated in response to Covid-19 Pandemic)**

This Practice Statement is to be read in conjunction with my Data Protection Policy publicly available on the Chambers website.

As a consequence of the current Covid-19 outbreak, much of my practice will be remote-based working from home until the Government Guidance changes.

I have conducted a risk assessment and these are the measures I will be implementing to protect data.

Home and remote working:

1. Training and awareness: “Briefed” training on *How Barristers and Chambers can manage the risks of remote working during Covid-19 Pandemic*.
2. Security measures:
3. House secured with locks and alarm.
4. As all household at home highly likely there will always be someone physically present at any time.
5. Hard copy papers to be kept in separate locked room.
6. Hard copy papers to be shredded/burned when no longer required.
7. Digital information:

* Home “Wifi” is secure and password protected
* Only contained on one laptop to which only I have access rights.
* Laptop is password protected
* Laptop is encrypted
* Only time access will only be granted will be Chambers approved IT providers IOIT for any IT issues that may arise.
* I have already been trained on digital security issues (phishing emails and texts, not sharing passwords, tips on how to recognise suspect e-mail addresses)

1. Remote hearings and conferences will be conducted via BTCONNECT (HMCTS provider) and IOIT recommended Microsoft Teams
2. This Practice Statement will be reviewed on a regular basis recognising that court practices continue to evolve.

Genevieve Screeche-Powell

Field Court Chambers

26th March 2020