

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.

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:
 - (i) House secured with locks and alarm.
 - (ii) As all household at home highly likely there will always be someone physically present at any time.
 - (iii) Hard copy papers to be kept in separate locked room.
 - (iv) Hard copy papers to be shredded/burned when no longer required.
 - (v) 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)

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

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Field Court Chambers

26th March 2020