

**BUSINESS** 

# Data mapping service for GDPR compliance.



# Helping you to map & understand your data.

Starting a data mapping process can seem overwhelming. Having an experienced partner to guide you through the process can remove stress and ensure the process is done thoroughly and effectively.

Many companies are unclear on what data they hold. But having an incomplete picture of your data mapping means that:

- · You may not be compliant with the accountability principle of the UK GDPR;
- You could be at greater risk of a data breach, which could result in reputational damage and fines;
- You will have greater difficulty in responding to a data subject access request, incurring additional time and costs.

It's helpful to think of data mapping as a chance to perform a spring clean of the personal data which is held and flows through your organisation.

## WE CAN HELP YOU CREATE OR UPDATE YOUR DATA MAP

#### Step 1: Provision of template and guidance

We provide you with an ICO compliant template data map as well as detailed guidance setting out a step by step guide as to what to include in your map, which will ensure you can undertake the mapping as comprehensively as possible.

# Step 2: Mapping your data

The mapping exercise will involve you collaborating internally, in a systematic way, in order to be able to complete the map. This stage is about you using the step by step guide to complete the template data map as comprehensively as possible.

#### Step 3: Reviewing the map with you

Following the receipt of your completed map, we will then organise a 90 minute meeting to discuss the contents of your map and any further questions you may have. We can also discuss our recommendations as to any processes or policies which will need to be implemented moving forward.

We offer all the above for a fixed fee of £995 plus VAT.

## **GET IN TOUCH**

Your data is one of your organisation's most powerful assets, don't let it become a liability.

Call: 0800 923 2076 Email: <u>GDPR.enquiries@rwkgoodman.com</u>

#### Copyright © RWK Goodman LLP 2025.