

Data Protection Act 1998 Undertaking follow-up

Panasonic UK ICO Reference: ENF0459975

On 28 May 2014 the Information Commissioner's Office (ICO) conducted a follow-up assessment of the actions taken by Panasonic UK in relation to the undertaking it signed on 9 October 2013.

The objective of the follow-up is to provide the ICO with a level of assurance that the agreed undertaking requirements have been appropriately implemented. We believe that appropriate implementation of the undertaking requirements will mitigate the identified risks and support compliance with the Data Protection Act 1998.

The follow-up assessment consisted of a desk based review of the documentary evidence Panasonic UK supplied to demonstrate the action it had taken in respect of the undertaking requirements. The undertaking requirements were:

- 1. The data controller has in place adequate contracts and checks to ensure that data controllers are capable of, and are continuing to, comply with the seventh principle;**
- 2. Personal data is collected for a specified, valid purpose and is not held for longer than is necessary for that purpose;**
- 3. The data controller shall implement such other security measures as are appropriate to ensure that personal data is protected against unauthorised and unlawful processing, accidental loss, destruction, and/or damage.**

The review demonstrated that Panasonic UK has taken appropriate steps and put plans in place to address the requirements of the undertaking and to mitigate the risks highlighted.

Panasonic UK confirmed that it has taken the following steps; evidence was provided to demonstrate the steps taken:

- Panasonic UK has drafted a new Data Processing Agreement template, and is in the process of distributing it to all vendors. The agreement is written in contract form and point 4.7 indicates that Panasonic UK have the power to audit. However, it is not clear at this point how compliance with the agreement will be monitored;
- Data Protection training has been improved and the training presentation, training completion log, and online training statistics were provided as evidence;
- Panasonic UK have introduced a series of Data Protection / Information Security posters around its building to raise awareness of Data Protection and Information Security;
- There are revised Data Privacy, Data Retention, and Cookies Policies in place. The Data retention Policy was introduced in January 2014 and therefore it would appear that monitoring compliance with this policy has not yet been implemented.
- Panasonic UK have also revised and updated its Personal Information policy which provides fair processing information, this is now available on their website;

In addition to the above, Panasonic UK are planning to introduce regular auditing of the various business teams within Panasonic UK.

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The matters arising in this report are only those that came to our attention during the course of the follow up and are not necessarily a comprehensive statement of all the areas requiring improvement.

The responsibility for ensuring that there are adequate risk management, governance and internal control arrangements in place rests with the management of Panasonic UK.

We take all reasonable care to ensure that our Undertaking follow up report is fair and accurate but cannot accept any liability to any person or organisation, including any third party, for any loss or damage suffered or costs incurred by it arising out of, or in connection with, the use of this report, however such loss or damage is caused. We cannot accept liability for loss occasioned to any person or organisation, including any third party, acting or refraining from acting as a result of any information contained in this report.