



## **GDPR Apex Resources Ltd approach**

Apex Resources Ltd have taken some of the best advice in implementing what is one of the biggest shake up's in personal data capture since the internet started in 1980. We have been improving all areas across our organisation primarily in anticipation of this change. Senior Managers, Managers and staff of which Apex employ around 100 people internally, have been briefed on this regulation that comes into force on 25th May 2018, ensuring that the impact of this is understood. We won't rest there, our ongoing training and periodic monitoring will be done by all Branch Managers and Senior staff.

We are a service industry and as such our clients and customers are paramount, that's why we are committed to continue our high service that's enabled us to grow to a £60m independent company.

## **What Apex Resources Ltd is doing to make sure this happens**

### **Implementing new policies**

We have updated our data protection policy to cover the new regulation in plain English, and will be posting it on our web site so all our clients, consumers and anyone else who wants to know the course of action adopted by our company can see this information.

### **Updating our Terms and conditions**

We are updating our terms and condition to ensure that all our clients are aware of both parties' obligations under the new legislation.

### **New Privacy statement**

We have implemented a new plain English data privacy statement on our web site for potential and existing operatives/clients, we feel that informing all of our obligations to be upheld will help to improve the service we offer.

### **Data Documents**

We have set in place processes to review data that we hold and which is shared via third parties is constantly updated and accurate, this ensures that we uphold or commitment to our candidates, clients and staff.

### **Introducing Credas**

We are slowly introducing Credas ([www.credas.co.uk](http://www.credas.co.uk)) as part of our consent process. Credas is so much more than ID verification, this sophisticated program will not only allow us to define a definite 'yes' but will also allow real-time and secure transfer of documents making it easy for clients and operatives, this goes way beyond anything that we have seen or used before and is a revelation in our industry. This protection is so simple to work by users and operators, the sharing and use of data becomes virtually fool proof whilst giving control of the person's data around the clock.

### **No data Breaches**

Whilst we are not fool proof, remember the banks and institutions that was hacked in 2017? We are confident that we have some of the best systems on board. Our staff will receive ongoing monitoring and training to vastly reduce the risk of a breach occurring.

### **The human element**

We are always sensitive about who has access to the data we hold, and ensure that all staff/users are regularly refreshing passwords, and data is seen by only the staff that need it. This is achievable as Apex is a privately owned company and not part of an external group, so no upper tier directors to override what we have implemented, which is a lock down one area encrypted key approach.

### **Risk Assessment**

We are working very closely with our IT department on an ongoing basis to minimise data being captured from our systems, this is why we don't use the cloud or transfer data on an open network. We have invested over the years heavily on a closed loop, in house data and storage facility which enables us to control and react to any risk swiftly.

GDPR is all about how a company will use and store information on individuals, what they can keep, what they do with it and letting the owner of the data (the person) have complete control at all times.

For further information visit the relevant pages on our website [www.apexltd.co.uk](http://www.apexltd.co.uk)