

MILTON MALSOR PARISH COUNCIL
GDPR Security Compliance Checklist

All councillors should complete the security checklist below to show compliance. Records should be retained whilst they remain in office.

| | Yes/No |
|-------------------------------------------------------------------|--------|
| Computer is password protected | |
| Email is password protected | |
| Mobile devices are password protected | |
| Flash drives are password protected | |
| External hard drives are password protected | |
| Cloud access is password protected | |
| Hard copy files are held securely | |
| Anti-virus software is up to date | |
| No one outside the council has access to your council information | |

Date compliance will be achieved if you have answered "No" to any of the above:

Date: _____

Councillor name: _____

Councillor signature: _____

Date: _____