**Supplier GDPR Assessment**

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| Organization under assessment: | Name of the organization |
| Product(s) or service(s): | Details of the specific offering from the organization that is being reviewed |
| Date of Assessment: | When the assessment started |
| Assessor: | Who is carrying out the assessment |
| Assessor Comments: | Explain any relevant circumstances that may affect the assessment outcome |

**Organization Assessment**

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| --- | --- |
| Registered Name: | Official name e.g. name at Companies House, including type of organization |
| Country of Registration: | What nationality is the organization |
| When Formed: | When was it registered |
| Approximate Size: | Judge from website if necessary |
| Contract Terms: | Including length, renewal and termination provisions |
| Applicable Law: | From contract |
| Certifications held: | e.g. ISO/IEC 27001, Privacy Shield, ISO9001, Cyber Essentials |
| Information Security Policy Available?: | On website or available on request? |

**Personal Data Compliance Assessment**

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| Personal data held | Describe the personal data that this supplier stores and/or processes on our behalf |
| Business process(es) involved | Name the business process(es) that require the use of this supplier to store or process personal data |
| In which country or countries are the data stored and/or processed? | Is the data guaranteed to remain in the stated country? |
| Is the data encrypted and if so, to what standards? | Is encryption used? Data centre protection |
| What access controls are in place? | How does the supplier control access to the personal data it holds on our behalf? |
| Does the supplier share our personal data with any third parties and if so, who? | Name third parties data are shared with, what data is involved and why. It may then be appropriate to assess these suppliers separately |

**Result of Assessment**

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| Assessment outcome: | Raise any cause for concern e.g. storage outside the EU, lack of controls or inadequate information |
| Actions arising: | Describe what needs to be done to address any concerns and who will do the actions by when |
| Date of assessment completion: | Date (may be different to date of assessment) |
| Assessor Comments: | Any other relevant factors that should be considered |