

# GDPR is Coming

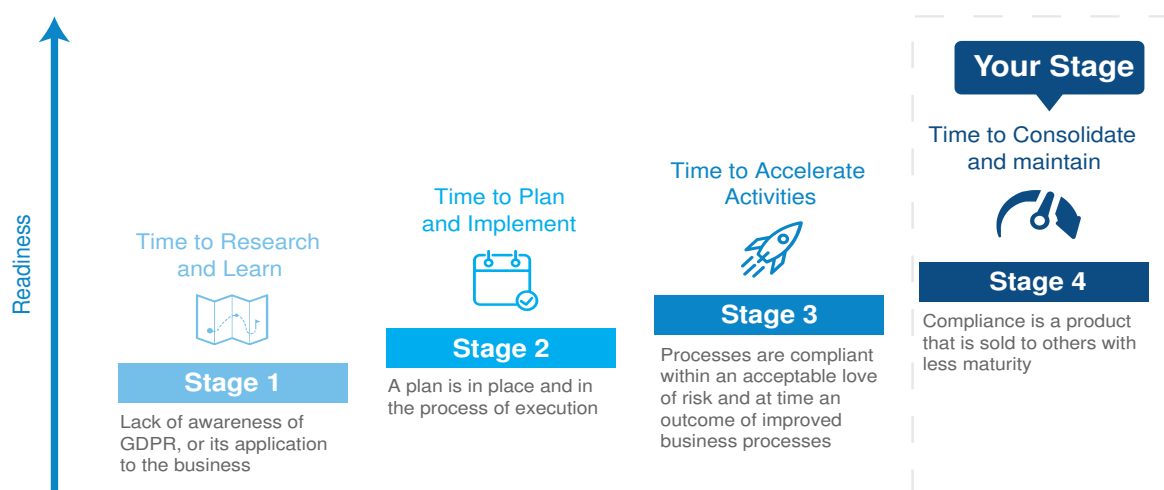
Are your devices ready for GDPR compliance?

## Introduction

Thank you for taking part in IDC's GDPR readiness assessment for endpoint devices. This study enables you to assess your organisation's readiness, based on IDC's in-depth understanding of the GDPR requirements and the roadmap to compliance. It also provides you with essential guidance in the development of your security strategy. This includes recommendations on how to progress your organisation towards a compliant and sustainable position in preparation for May 2018.

Based on IDC's assessment, your organisation is at **Stage 4: Optimised** in terms of its overall readiness to address GDPR in general, in your hardware estate and specifically with regards to your print infrastructure and printer fleet.

Further insight and detailed recommendations are highlighted below, taking you through components of Leadership and General Obligations, Data Rights and Standards, as well as Security. The report delivers an assessment of your stage of readiness as well as individual recommendations on how to improve these areas.



## GDPR and Print

The EU General Data Protection Regulation (GDPR) is now in force with a transition period until May 25, 2018. IDC research shows that many organisations appear to have little or no understanding of the regulation, its scope, timeline or impact, despite the risk of huge penalties of up to 4% of global turnover, as well as potential lawsuits, suspension of personal data processing and damage to reputation.

GDPR compliance is required by any organisation — regardless of their location — that processes the personal data of "data subjects" (the natural person to which the data relates) in the EU. Processing of personal data refers to what can be done with data — i.e., data activities such as requesting, collecting, storing, searching, forwarding, deleting, etc. The definition of processing is very broad: it is best to think of any action that "touches" personal data as being in scope. Outputting of personal data including printing, copying, faxing and scanning is considered as processing and is subject to GDPR regulation.

For example, if paper is used as part of a system to store or output personal data, this is also covered by the GDPR regulation. For many organisations, this is new or at the very least confusing. For others, progress has already been made and some will look to utilise the process of compliance in driving other benefits such as cost-cutting, improved security and environmental concessions to the wider organisation. While you still have time, the clock is ticking and the requirements are wide reaching. Good luck.



## Overall GDPR and Print Maturity

### STAGE 4: Time to Consolidate and Maintain

Organisations that fall into this category of optimised readiness would comply if the regulation came into force immediately. Their main challenge is to consolidate and maintain what they have with a view to continual improvement.

"State of the art" will evolve as technology and process evolve. As a result, you must continually manage and calibrate processes to address this.

One of the key dimensions of compliance with GDPR is that it is a state, not a checklist. You can be compliant one day and non-compliant the next. This idea of "continual compliance" is critical to the success of your programme — it can never rest.

### Recommendations for Consolidating Businesses

You've hit the mark in our assessment of your readiness for GDPR. Well done.

The point about GDPR compliance is that it is a lifestyle change, not a crash diet. Continuous compliance is the norm, so you can't now relax. One area that you need to keep on top of is the notion of state of the art. While organisations are not obliged to deploy state-of-the-art technologies and processes, you need to know what these are, to decide whether to use them. Have a process of regularly reviewing state of the art in print technology and management processes — we suggest at least every six months. This keeps you on your toes, but it also sends a message to your suppliers that you are looking for continuous improvement in their capabilities.



## Leadership and General Obligations

### STAGE 4: Time to Consolidate and Maintain

Organisations at this stage in their GDPR journey are generally on point and already well prepared for the arrival of the regulation. Preventative measures and mitigating risk measures and actions are most likely already in place to avoid non-compliance and the levying of associated fines and or sanctions. The regular board, operational and LOB meetings are a well-established feature of the working landscape and will continue beyond the GDPR implementation date.

Organisations at this stage in their GDPR journey would be deemed compliant if audited today.

Ongoing objectives and measures are needed to consolidate and maintain efforts as compliance is not just a snapshot in time: it is a living, breathing regulation which must be continually adhered to. As such, processes and systems must be constantly monitored and calibrated.

### Recommendations and Actions

Give yourself a pat on the back. Your organisation would be considered GDPR compliant now, but there is an opportunity to overachieve and maximise the benefits of your hard work. To ensure your organisation stays ahead of the game by doing even more than what is required for GDPR compliance, you can differentiate and distinguish your organisation by going above and beyond this regulation to further mitigate risks and avoid data breaches.



## Data rights and standards

### STAGE 4: Time to Consolidate and Maintain

With the relevant organisational and hardware security accreditations and a clear and consistent data processing strategy in place, your board has fully prepared the organisation for the arrival of the regulation. Preventative measures and mitigating risk measures and actions are already in place to avoid non-compliance and the levying of associated fines and/or sanctions. The regular board, operational and LOB meetings are a well-established feature of your working landscape and will continue beyond the GDPR implementation date.

Organisations at this stage in their GDPR journey would be deemed compliant if inspected today.

Ongoing objectives and measures are needed to consolidate and maintain efforts, as GDPR compliance is not just a snapshot in time, it is a living, breathing regulation which must be continually adhered to and as such processes and systems must be constantly monitored and calibrated.

### Recommendations and Actions

Well done. Your organisation has passed the GDPR test as it stands. But that is not the end of the story.

There is an opportunity to overachieve and to ensure your organisation stays ahead of the game by doing even more than what is required for GDPR compliance. You can differentiate and distinguish your organisation by going above and beyond this regulation to further mitigate risks and avoid data breaches.





## Security

### STAGE 4: Time to Consolidate and Maintain

You have scored high marks; your print devices are consistent with compliant policy, and print is fully embedded in your processes. You are testing your security, backup, business continuity and key management processes and incident response plan once a month. You have a working definition of state of the art that is reviewed at least monthly, with processes to define state of the art that includes both security technology and security processes.

Organisations at this stage in their GDPR journey would be deemed compliant if inspected today.

Ongoing objectives and measures are needed to consolidate and maintain efforts as GDPR compliance is not just a snapshot in time. It is a living, breathing regulation which must be continually adhered to and as such processes and systems must be constantly monitored and calibrated. State of the art is not a fixed concept, and so you must be seen to be continually improving.

### Recommendations and Actions

Your organisation has passed the GDPR test as it stands. But that is not the end of the story.

There is an opportunity to overachieve and to ensure your organisation stays ahead of the game by doing even more than what is required for GDPR compliance. You can differentiate and distinguish your organisation by going above and beyond this regulation to further mitigate risks and reduce the risk of data breaches.

Remember: security threats are constantly evolving and secure today does not necessarily mean secure tomorrow. Breaches are likely, and process failures will happen. When these moments of truth occur, you can continue to demonstrate good practice in the way that you respond. Catching breaches early with good detection capability is a big plus, as is having a robust and tested incident response plan. Regulators understand that breaches happen, but are looking at how you react to determine what sanctions, if any, to levy.