



LML

Data Sharing Principles

External Document

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When LML receives, uses or shares data, including special category data it will comply with the data protection principles in the GDPR:

Lawfulness, fairness and transparency

We will describe and document the lawful basis for using the data, ensuring special category data receives the extra protection required. We will only process data in the way we have described and agreed.

Purpose limitations

We will only obtain data for specified, explicit and legitimate purposes. Data will only be used for a specific processing purpose that the client has been made aware of and no other, without further agreement.

Data minimisation

We will only collect the data we need for the task.

Accuracy

We will, work to ensure all data is kept accurate and, where necessary, up to date.

Storage limitations

We will only keep data that identifies individuals for as long as necessary. We will de-personalise it as soon as possible in line with our retention, review and deletion policy.

Integrity and confidentiality

We will share, keep, store and delete data securely and protect it against unlawful processing, accidental loss, destruction or damage. We will identify, document, assess and minimise any potential risks to data subjects through Data Protection Impact Assessments (DPIAs) where necessary.

Accountability

We take responsibility for complying with the data principles and have appropriate processes and records in place to demonstrate our compliance.