**GDPR WORKSHOP – TEAM VIEWS**

1. What do we mean by ‘data’?
2. What sort of information do we need to hold about our employees?
3. What sort of information do we need to hold about our clients/service users?
4. What sort of information do we need to hold about people outside our organisation?
5. How do we store all of this information?
6. Should we publish a data protection policy – and, if so, where?
7. Does your team have any comments/questions?