

2.11.1 Opening Questions			
	Question	Help Text	Guidance
2.11.1.2	Are all Trinity Staff and Trinity Students working on the project familiar with the Trinity College Personal Data Breach Procedural Guidelines?	<p>Application will not proceed unless the answer to this question is 'Yes'.</p> <p>The Trinity Breach Procedural Guidelines are available at: https://www.tcd.ie/dataprotection/databreach/</p>	<p>The GDPR defines a data breach as 'a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, personal data transmitted, stored or otherwise processed'.</p> <p>The College is required under data protection legislation to keep personal data safe and secure and to respond promptly and appropriately in the event of a data breach.</p> <p>Where a data breach is likely to result in a risk to the rights and freedoms of data subjects, the Trinity Data Protection Officer ('DPO') is required to report the breach to the Data Protection Commission ('DPC') within 72 hours of discovery, even if the risk is not considered as substantial.</p> <p>Where appropriate, actions to inform individuals affected by the breach and reduce risks to their privacy arising from the breach must also be implemented without delay under GDPR.</p> <p>The DPO is the decision maker regarding Trinity's communication with the DPC and affected data subjects following a data breach, as per the College Breach Procedural Guidelines.</p> <p>These timeframes include weekend and public holidays, and failure to comply will result in regulatory sanction and reputational damage for the College.</p> <p>As such, it is important that you take immediate action upon learning of a data breach or suspected incident involving the loss or disclosure of personal data and contact the DPO at dataprotection@tcd.ie without delay. All emails should be marked 'Data Breach - Urgent'.</p>