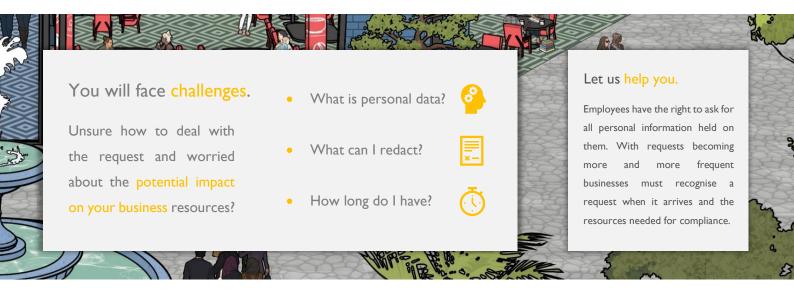
Have you received a SUBJECT ACCESS REQUEST?



FORBURY PEOPLE can help your business.

- We can provide you with an easy to fill out form to help structure any request.
- We will assist you in verifying the identity of the individual requesting access and identify the potential sources
 of the individual's data.
- We can guide your IT team on the searches you need to conduct to minimise the impact on the day-to-day running of your business.
- We can set up a secure and easily accessible SharePoint to act as a base for all search results.
- Our experts know what to look for and can quickly and efficiently review and collate any personal data contained in the search results.
- They can evaluate whether any of the statutory exemptions apply including legally privileged documents or 3rd
 party data.
- Our specialists take care of the redacting process for you. You can then be confident that you are protecting the
 interests of your business and the rights of others.
- Knowing what to look for and operating a proper redaction process minimises the need for printing. We ensure
 the requestee gets exactly what they are entitled to receive and we can help you deliver the results in either a physical
 or digital form.



REMEMBER

You have one month to complete a SAR and there is no limit to the number of requests an individual can make. If an individual is not satisfied with the response to their request then they can make a complaint to the Information Commissioner's Office (ICO).

Get in touch to find out more: email contact@forburypeople.com or call +44 (0) 118 953 3929