

**Mr John Gilchrist**  
Freedom of Information Officer

3 January 2017

Ref: FOI/December 2017/ Justine

By email to [foxyfoi@bulletmail.org](mailto:foxyfoi@bulletmail.org)

The Burroughs  
Hendon  
London  
NW4 4BT  
United Kingdom

Tel: +44 (0)20 8411 4061  
e-mail:  
[j.gilchrist@mdx.ac.uk](mailto:j.gilchrist@mdx.ac.uk)  
[www.mdx.ac.uk](http://www.mdx.ac.uk)

Dear Ms Justine

Your request for information received on 1 December 2017 has been dealt with under the provisions of the Freedom of Information Act 2000 (FOIA).

You asked:

Please send me the following information under FOI:

1. whether you have a project board (or any equivalent committee/group/structure) that oversees the work of preparing for the GDPR
2. the resource you have dedicated to preparing for GDPR, including:
  - the number of central FTE you have preparing the University for the GDPR
  - whether you have a project manager
  - the name and job title of the project lead
  - the budget for preparing for the GDPR
  - the budget for implementing for the GDPR
3. your compliance/implementation plans
4. any reports from the project board (or equivalent) to senior management about GDPR
5. any internal progress reports on GDPR compliance
6. any guidance or policy for staff or students, either prepared or in draft, on:
  - PIAs for staff
  - consent requirements under GDPR
  - pseudonymisation
  - privacy (or data protection) by design and default
  - data mapping exercises, e.g. questionnaires/spreadsheets, data flow maps/diagrams and any other products/outputs
  - GDPR-data sharing/processing agreements

## **University Response**

1. The University has an Information Governance Group which is currently overseeing the work of preparing for the GDPR.
2. We have 1 FTE Information Governance Officer who is leading the work on preparation for the GDPR. We do not have a specific budget for preparing and implementing the GDPR that is distinct from the general University budget for information governance.
3. Please see attached the document outlining the controls we are working against to measure our compliance with the GDPR.
4. See response to question 3.
5. See response to question 3.
6. Please see the relevant documents attached to this correspondence.

I trust this satisfies your request sufficiently. Under the Freedom of Information Act 2000, you have the right to complain about the University's response to your request for information. If you have such a complaint, you may contact Mrs Teresa Kelly, Clerk to the Board of Governors, Middlesex University, Hendon campus, London NW4 4BT, tel: 020 8411 6018, [t.kelly@mdx.ac.uk](mailto:t.kelly@mdx.ac.uk) within 40 days of the date of this letter for a review of the University's decision. If you remain unsatisfied with the outcome of that complaint, you may seek further recourse by lodging an appeal with the Information Commissioner.

Yours sincerely

**John Gilchrist**  
Freedom of Information Officer