

People, Culture, Regulation & Legal

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**HRV
Shorts**

HR Vidyalaya
Corporate Services LLP



Data Security

Data Privacy

Data Protection

For e.g. During joining, an employee (Individual) shares his/her AADHAR, PAN, Personal Details, etc. for Employment Purpose

Data Privacy	Data Security	Data Protection
<ol style="list-style-type: none">1. Inform the Individual why it is collected2. How it will be used3. Get Explicit Consent to use the same4. Use the same only for the purpose it is collected5. Do not collect more than what is required	<ol style="list-style-type: none">1. Only authorized person/s have access. (HR, Payroll, Finance, etc.)2. Authenticate such persons3. Authorization process for accessing the same4. Prevent unauthorized modification to data5. Made accessible in case of a need (safeguard against disruptions)	<ol style="list-style-type: none">1. Adhere to Data Protection regulations (like IT Act, DPDP Act)2. Robust Security Measures3. Encrypt if required4. Have Firewalls, appropriate Policies and Procedure5. Get monitored & undergo audits6. Data Transfer safeguarding