



ALERT NO.	0586
Date:	25/05/2018
Relevant to:	Dealer Principals

SUBJECT	GDPR Data Collection Notice
Summary:	New Data Collection Notice issued as part of GDPR Dealer Remediation Pack
Action Required:	Ensure that new Data Collection Notice is used whenever Customer Data is collected.

FURTHER DETAILS

As you will be aware, the new General Data Protection Regulation (GDPR) comes into effect today.

During the recent dealer webinars on GDPR, we shared with you our plans for updating Nissan forms and systems to include GDPR compliant Data Collection Notices.

This Alert is to provide you with the updated Data Collection Notice for use by the Dealer Network, which can be accessed on Nissan Online via *Network Development & Quality /Minimum Standards for Dealers & Authorised Repairers / GDPR (General Data Protection Regulation)*.

The use of this Data Collection Notice is mandatory and a requirement of Minimum Standards so please ensure that it is used at all points of data collection from 25th May onwards.

As it may take some time for you to update all of the systems and printed forms that you use to collect customer data, we ask that printed copies of this statement are used in the meantime and attached to the relevant order form or job card. These should be made available to any member of your dealership team who collects customer data (including Sales, Service, Parts teams etc.) and must be shared with all customers at the point of data collection.

There are two parts to the Data Collection Notice:

- the first part provides a summary of how customer data will be used and includes tick boxes which allow the customer to opt-in to marketing by channel;
- the second part provides more granular detail which should be easily accessible for the customer (either electronically or in printed form), should they wish to reference it.

Please be aware that some elements of the notice will require customisation by your dealership. For example:

- inserting the email address that customers should contact use if they wish to request copies of or update their personal data, exercise their right to be forgotten or opt-out of future marketing communications; and
- adding any additional data collection purposes that you may need to be included if they are not covered in the standard Nissan wording.

Any content which can be customised is highlighted in yellow. All other content must appear exactly as shown in the document.

Just to remind you, the contents of the GDPR Dealer Remediation Pack (including this Data Collection Notice) are available for you on Nissan Online via *Network Development & Quality /Minimum Standards for Dealers & Authorised Repairers / GDPR (General Data Protection Regulation)*.

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