

GDPR quiz question sheet

1. **How much can organisations be fined for a data breach?**
 - a) €2,000.
 - b) €20,000.
 - c) €2 million.
 - d) €20 million.
2. **Which of the following Girlguiding documents is unlikely to contain any personal data when completed?**
 - a) *Starting form.*
 - b) *Risk Assessment form.*
 - c) *Residential Event Notification and Approval form.*
 - d) *Health Information form.*
3. **If you have a general question about data protection, where should you go for more information?**
 - a) Always go to your commissioner first.
 - b) Check out the GDPR webpages on the website.
 - c) Liaise with your country/region office.
 - d) Contact the Data Protection team at Girlguiding HQ by email or phone.
4. **Data protection is guided by certain principles on how we should handle data. Which one of the following is not one of these principles?**
 - a) Only collect what is necessary.
 - b) Ensure data is accurate and up to date.
 - c) Ensure data is not duplicated to minimise spread of data.
 - d) Don't keep data longer than required and dispose of it properly.
5. **Where's the best place to store personal data that you collect?**
 - a) On GO.
 - b) On your home computer.
 - c) In your unit information folder.
 - d) On your online storage drive.
6. **When a breach occurs, what is the maximum time you have to report it?**
 - a) 12 hours.
 - b) 24 hours.
 - c) 48 hours.
 - d) There isn't a limit.
7. **What is not true about consent?**
 - a) It must be made clear to the individual how their data will be used.
 - b) Only share a volunteer's personal data you have consent for. Otherwise, you'll need to seek consent again.
 - c) If you're unsure about consent, contact the data protection officer at Girlguiding HQ.
 - d) Consent must be obtained before you contact members and volunteers.
8. **What type of data use does not require additional consent to be sought?**
 - a) Emailing volunteers about a training event.
 - b) Sharing photos with parents/carers of their daughters' unit camping trip.
 - c) Letting parents know about an upcoming event to raise funds for an international trip.
 - d) Sharing girls' access and dietary needs with a venue for an upcoming trip.

9. You need to email a spreadsheet containing personal data. How should you send it?

- a) Send it as a password protected attachment with the password in the body of the email.
- b) Paste the information into the body of the email.
- c) Send it as a password protected attachment and send the password as a separate text message.
- d) Send the document as a standard attachment.

10. Your unit went on a trip to the local climbing centre and one of the girls sprained her ankle. What should you do with the consent and health information forms after the event?

- a) Destroy them all, once the event is over.
- b) Keep them all for six months in your unit filing system.
- c) Send all of the forms to the Insurance team at Girlguiding HQ.
- d) Send the forms of the injured girl to the Insurance team at Girlguiding HQ and destroy the rest securely once Girlguiding HQ has confirmed receiving the girl's forms.

11. As an individual you have certain rights over your data, one of which is being able to see what data Girlguiding holds on you. How long after a request must Girlguiding share what data it holds on you, if asked?

- a) 30 days.
- b) 20 days.
- c) It depends on the data.
- d) As soon as possible.

Printing and preparation notes:

One copy for each participant/pair or small group, depending on how you want to run this session.