**Data protection clauses for inclusion in the employee contract**

# Data Protection

## In the course of your employment and for a defined period thereafter, we will process your personal data and special categories of personal data relating to you in accordance with our [Privacy Policy and] Privacy Notice as may be updated from time to time. You can obtain a copy of the current Privacy Notice at any time [on the know-how drive/in the employee handbook/other].

## [We may transfer your personal data[,including special categories of data] outside the European Economic Area in accordance with our Privacy Notice.]

## You are required to comply with our Data Protection Policy[ and [insert other policies]] relating to the data processed by the firm.

**Note:** Firms should also ensure that they have included a robust confidentiality clause in their employee contracts as this is a requirement under Article 28(3)(b) GDPR relating to processing of personal data on behalf of other controllers.