



**Ministry of  
JUSTICE**

## **Claims Management Regulation Notice**

### **Obligations under the Data Protection Act 1998**

It has come to our attention that some businesses that process personal data may not be complying with Rule 15 of the Claims Management Regulation Conduct Rules 2007. This rule requires authorised persons who process personal data to be registered under the Data Protection Act 1998 and comply with the obligations imposed by that legislation.

This includes notification, which is the process by which a data controller informs the Information Commissioner of certain details about their processing of personal information. Notification is a statutory requirement and every organisation that processes personal information must notify the Information Commissioner's Office, unless they are exempt. Failure to notify is a criminal offence.

Breach of your legal duty in relation to the Data Protection Act could result in prosecution. It would also be viewed as a breach of the Conduct Rules and we may therefore need to take appropriate action as necessary.

The notification form and further information can be found on the Information Commissioner's Office website: [http://www.ico.gov.uk/what\\_we\\_cover/data\\_protection/notification.aspx](http://www.ico.gov.uk/what_we_cover/data_protection/notification.aspx).