

Employee's Offboarding - Personal Data Protection - HR

Personal Data Protection during an Employee's Offboarding

POINT OF ATTENTION

As an employer undertakes to keep personal data only for the retention period indicated in the **Employee Privacy notices**.

Employees are invited to store information (e.g. pay slips) by their own means if they need to keep them beyond this period, e.g. when they will retire.

WHERE ARE THE NOTICES?

- [In this Gdrive](#), in PDF format.
- [In YOUTGrow](#), available 24/24.

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