

# The ICO and your business

The Information Commissioner's Office (ICO) is the UK's independent regulator, in place to uphold data protection legislation.



The ICO's role includes holding businesses accountable for the way in which they process personal data. ✓

The Data Protection Act 2018 requires organisations to pay an annual fee to the ICO. ✓

You can check if you are exempt here: <https://ico.org.uk/for-organisations/data-protection-fee/self-assessment/> ✓

All organisations who process personal data must pay the fee, unless they are exempt. ✓

You must know who your Data Protection Officer is, if you have one. ✓

## How much is the fee for my business?

**Tier 1: Micro organisations: £40**  
(£35 by direct debit).

- Maximum turnover £632,000, or
- No more than 10 members of staff.

**Tier 2: Small and medium organisations: £60**  
(£55 by direct debit).

- Maximum turnover £36 million, or
- No more than 250 members of staff.

**Tier 3: Large organisations: £2,900**  
(£2,895 by direct debit).

- Businesses not meeting the criteria for tier 1 or 2.

## What happens if I don't pay the fee?

**You could be fined £400 - £4,000 by the ICO.**

And, the ICO lists the organisations that it has fined in on its website.

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