

# GDPR Solutions

## Personal Data Inventory



Following the introduction of the EU – General Data Protection Regulation (GDPR), the new obligations and enhancements beyond that of the previous Data Protection legislations require a renewed focus by many organizations in order to attain and maintain compliance. Notwithstanding the new powers for sanctions and fines the latest regulation bring, the requirements defined within the regulation provide the basis for exceptional data housekeeping with the advantage in efficiency and market confidence that this behavior promotes.

Embarking on the road to GDPR compliance can seem a daunting task due to the diverse and extensive nature of the requirements. GlassIG's Personal Data Inventory (PDI) is the perfect starting point on your program to attaining and maintaining compliance with GDPR. GlassIG PDI acts as a

living document for the definition of the Personal Data you hold and process, and the critical characteristics of that data in accordance with the needs of Article 30 the requirement to maintain a record of all processing activities under your responsibility.

## Records of Processing Activities - Article 30:

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- Name and contact details of the controller
- The purposes of processing
- Data subjects affected and category of personal data
- Categories of recipient of the personal data, including third countries and international organisations
- Details of international transfer and details of security
- The envisaged time limits for erasure of the different categories of data
- General description of the technical and security measures

## Combined with the enhanced definitions in Articles 6-19 Individuals Rights, organizations more now than ever need to understand the data they hold and process.

Recording the nature of the organizations Personal Data provides the foundation for understanding the level of compliance to GDPR, in turn identifying any gaps requiring programs of remediation.

GlassIG PDI is an online inventory providing low cost of ownership and high flexibility. Delivered with default templates for the recording of personal data and; related processes, IT, security, geographical data, organizational references and a supporting evidence library.

GlassIG PDI comprises of a Personal Data Inventory, Process Catalogue, Process facilities catalogue, retention policy register and an evidence library, which in turn enable you to identify, record, visualise and report upon:

- Personal data you collect, create, process and store
- Your relationship as either Controller or Processor of each personal data type
- Data Subjects affected
- IT and other physical infrastructure used to collect, process and store personal data
- Categories of Personal data with any related risk or security observations
- 3rd and X party processors
- Evidence of contracts, terms, policies and supporting documentation
- Personal data retention policies, including conflict identification
- Purpose and basis of processing including potential transfers

## GlassIG PDI supports your current and future programs for Data Mapping and Data Inventory, providing a comprehensive and efficient repository to record the findings of such programs in support of Article 30.

GlassIG PDI is your holistic view of your Personal Data landscape invaluable across all facets of maintaining GDPR compliance allowing you to quickly and easily assess:

- Missing data from your Data Mapping program
- Potential of security gaps aligned to data category risk
- Exposure to the movement of data
- 3rd party processors or controllers, their contacts, assessments and geographies
- Personal data locations to streamline collection in Subject Access Requests
- Exposure from facilities subjected to breach or loss
- Expiring contracts, clauses and policies
- Potential for data minimization against retention policy
- Impact of changes to data processing

Whether you're about to embark on your GDPR journey or are already some way towards it, GlassIG PDI will provide the critical insights that tailor the program to suit your needs and provide assurance that you know and understand your Personal Data landscape.