

# PrivacyPerfect in brief



PrivacyPerfect is a Dutch legal-tech organisation that wants to contribute to digital world where individuals can trust that their personal data will be processed and handled securely by organisations. We do this by providing our customers with a user-friendly and secure SaaS solution for GDPR and privacy compliance. Developed with the objective of simplifying personal data protection tasks, PrivacyPerfect's software makes compliance processes easier and highly efficient through automation, improves business performance, and contributes to the protection of organisational reputation.



## Dashboard

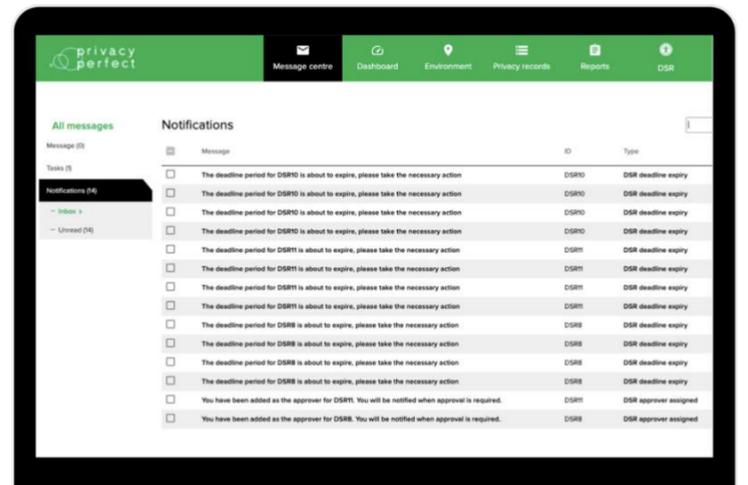
The Dashboard is the first thing you see when you log in to PrivacyPerfect. It shows the most important information and updates at a glance, providing you with an always up to date and clear insight into the latest activities, and an overview of the next action points.

- ✓ Be always up to date with the latest in regard to new tasks, notifications, and risks in your processing
- ✓ Gain an overview of how many processing, assessment, and data breach records you have in the system, and in what status, with direct links to the records
- ✓ Explore using the Geo-flow which countries your processings cross and see which entities or data centers play a role in your privacy landscape
- ✓ Have access to the Audit Trail and an overview of the executed actions for an even more detailed insight into your users' activities

## Messaging Center and Workflows

In the Message Center you can find the messages other users have sent you, as well as manage tasks and notifications.

- ✓ Send and receive messages from other users within PrivacyPerfect, with privacy records in attachment
- ✓ Notifications about new access rights, status changes in privacy records, and any upcoming deadlines
- ✓ Claim or delegate duties for reviewing or approving privacy records



Request approval

Review record and approve or disapprove

Business user receives notification of approval / disapproval or commentary

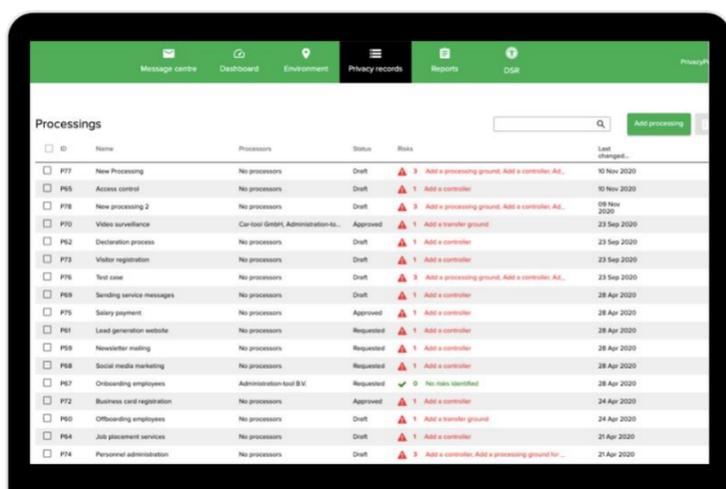


Business user creates a record (Processing/Assessment/Incident)

(Chief) Privacy officer receives a new task

Comments can be left within the record where other users can be tagged

In PrivacyPerfect, we keep track of the process of the data via built-in workflows, with possibility to link them to external systems via an API. This ensures that no duplicate or shadow administrations will arise, making it easy to carry out tasks/changes in a controlled manner, by authorised persons within the organisation.



## Processing Inventory

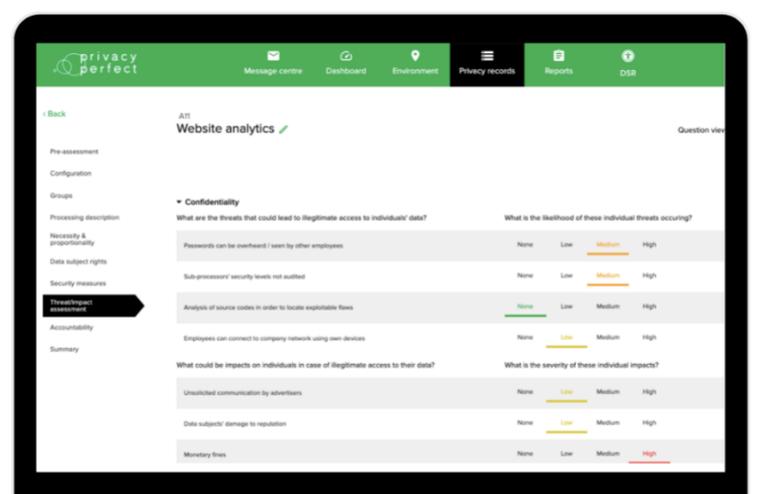
Complete processing register with automatic risk detection and access management on an individual record level.

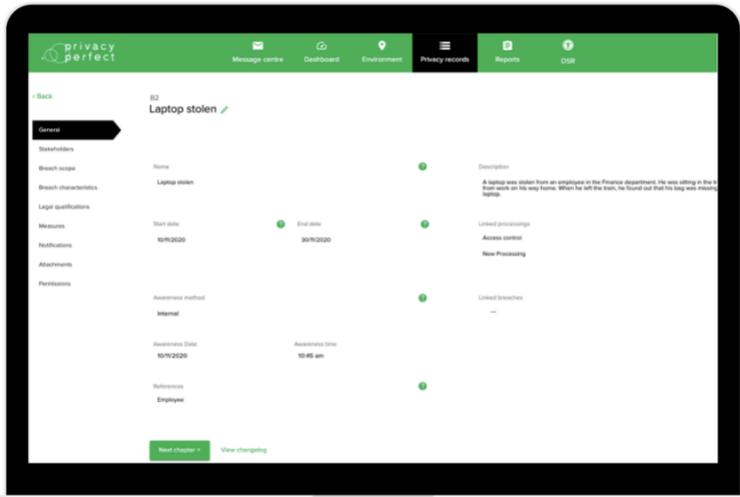
- ✓ Indicate the relationships between the metadata of processed personal data with just a few clicks: categories of data subjects, type of personal data, data sources with country of storage, retention periods, security measures and more
- ✓ Take advantage of the built-in workflows between record types: promoting an Assessment (DPIA) to a Processing, a Processing to an Incident, or vice-versa
- ✓ Export your reports in predesigned PDF files for reporting and audit purposes, or visualize them with our unique Data Web view
- ✓ Identify and manage risks based on data controllers, bases, special personal data and countries of data storage, or establishment of the relevant parties

## Assessment Manager

With the Assessment Manager you can not only perform full DPIAs, but also determine whether a DPIA is required for a processing. The Assessment Manager module is based on the guidelines from, among others, the EDPB and the CNIL, and the input of our customers. The Assessment Manager is also optimized for easy collaboration within your organisation, for instance between privacy professionals and 'privacy champions', also known as 'business users', who are without a legal background.

- ✓ Carry out pre-assessments including the built-in processing features of the EDPB, AP, GBA, ICO and more, to quickly see if a full DPIA is required
- ✓ Use the DPIA 'Light' version of the module, which asks for relevant information to be filled in an easy, non-legal manner, specially developed for collaboration with 'privacy champions'. With just one toggle all field names and terms can be converted to open but targeted questions without all the legal jargon.
- ✓ Easily go through all the required steps of a DPIA via a pre-defined framework, from necessity & proportionality through stakeholder rights to the assessment of threats and impacts, and accountability
- ✓ Gain a total overview of all risks, mitigating measures, guidance and decisions with automated residual risk calculations





## Data Breach Register

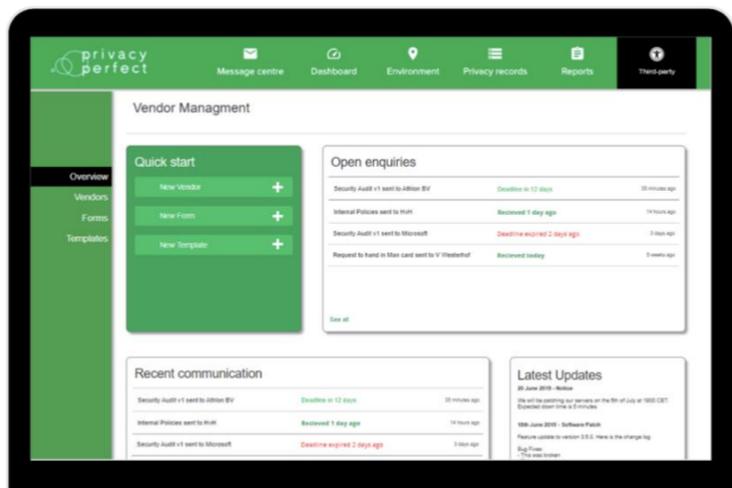
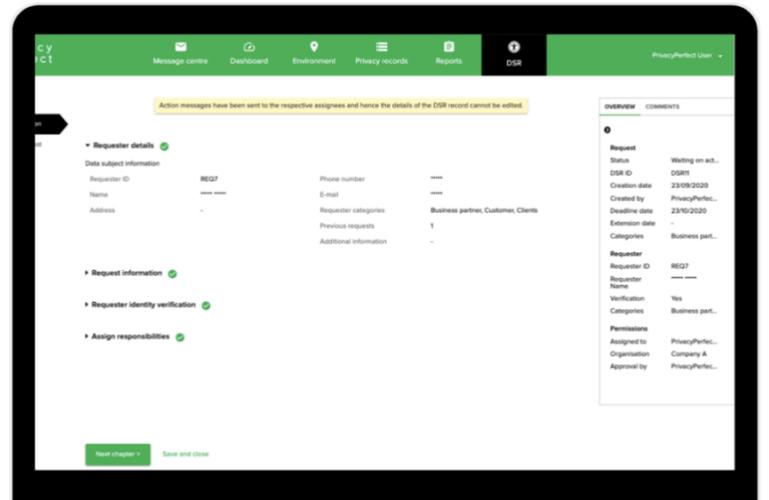
Keep an easy overview of all incidents, minor or serious, within your organisation.

- ✓ Record all essential information about a data breach: about stakeholders, scope, measures and characteristics such as their nature and consequences
- ✓ Indicate whether the data breach has been reported to those involved or supervisors, and why or why not
- ✓ Visualize the scope of a data breach in an instant with our Data Web view

## Data Subject Requests Module

Save a significant amount of time via automation when handling data subject requests.

- ✓ Handle data subject requests from start to finish with configurable data retention
- ✓ Automatically detect the location of personal data based on the processing register
- ✓ Make use of the built-in GDPR requirements and exceptions for any type of request
- ✓ Leverage the built-in workflow for requesting next steps and approval with adjustable deadlines



## Vendor Risk Management & Third-Party Auditing

Analyse, monitor, and control risks associated with third parties your organisation is working with, or planning to work with, using this module of PrivacyPerfect.

- ✓ Easily create and manage RFPs and audits from one secure tool, forget about emailing Excel sheets back and forth, being stored in various places
- ✓ Have third-party vendors respond to your RFPs directly through PrivacyPerfect:

Create questionnaire in PrivacyPerfect → Send secure link with tailored rights to vendor, ask them to fill out the information required → Vendor submits information, automatically saved to PrivacyPerfect

- ✓ Use pre-defined templates based on the GDPR or create questionnaires from scratch
- ✓ Import your current questionnaires on your vendors with a click of a button

## Reporting

Accountability is ultimately what it's all about. With PrivacyPerfect's extensive reporting module you can gain and share the right insights into your privacy administration at any time.

- ✓ Use predefined reports for a quick overview of all processing, assessment, and incident records
- ✓ Define your own reports with as many filters as desired, search for all and any elements within your PrivacyPerfect tenant account, and choose how you want to see the results
- ✓ Easily export any report as a CSV file, or export your processing, assessments and incidents records as PDF files with the branding of your organisation

Laptop stolen		
B2		
10-11-2020, 10:50 AM		
<b>General</b>		
<b>Description</b>		
A laptop was stolen from an employee in the Finance department. He was sitting in the train for his daily commute from work on his way home. When he left the train, he found out that his bag was missing. The bag contained his laptop.		
<b>Start date(CET)</b>	<b>End date(CET)</b>	
10-11-2020	30-11-2020	
<b>Awareness</b>	<b>Awareness date(CET)</b>	<b>Awareness time(CET)</b>
Internal	10-11-2020	10:45 AM
<b>Linked processing</b>		
Access control New Processing		
<b>References</b>		
Employee		
<b>Stakeholders</b>		
<b>Controllers</b>	<b>Country</b>	
Administration-tool B.V.	Netherlands	
<b>Controller Contact Details</b>		
<b>Administration-tool B.V.</b>		
Representative	Data Protection Officer	

